



MARTINBOROUGH COMMUNITY BOARD

**Agenda
4 September 2017**

**Notice of a meeting to be held in the South Wairarapa District Council Chambers,
19 Kitchener Street, Martinborough on Monday 4 September 2017 at 6:30pm.**

MEMBERSHIP OF THE COMMITTEE

Lisa Cornelissen (chair), Fiona Beattie, Victoria Read, Maree Roy, Cr Pam Colenso and Cr Pip Maynard.

PUBLIC BUSINESS

1. APOLOGIES:

2. CONFLICTS OF INTEREST:

3. PUBLIC PARTICIPATION/PRESENTATIONS:

3.1 None advised

4. ACTIONS FROM PUBLIC PARTICIPATION/PRESENTATIONS:

As per standing order 14.17 no debate or decisions will be made at the meeting on issues raised during the forum unless related to items already on the agenda.

5. COMMUNITY BOARD MINUTES:

5.1 Minutes for Approval: Martinborough Community Board
Minutes of 17 July 2017

Pages 1-7

Proposed Resolution: *That the minutes of the Martinborough Community Board meeting held on 17 July 2017 be confirmed as a true and correct record.*

6. CHIEF EXECUTIVE AND STAFF REPORTS:

6.1 Officers' Report to Community Boards

Pages 8-47

Mark Allingham, GM Infrastructure and Services and Mark Owen, NZTA to speak on speed limits, crossings and other roading matters

6.2 Action Items Report

Pages 48-55

6.3 Income and Expenditure Report

Pages 56-61

6.4 Review of Policy E502: Community Groups Use of and Access to Council Parks and Reserves

Pages 62-73

6.5 Long Term Plan (LTP) Process Report

Pages 74-89

6.6	Applications for Financial Assistance	Pages 90-91
6.7	Pain Farm Trees	Pages 92-98
6.8	Martinborough Square Fairy Lights	Pages 99-102
7.	NOTICES OF MOTION:	
7.1	None advised	
8.	CHAIRPERSON'S REPORT:	
8.1	Chair's Report	Pages 103-117
8.1.1.	Meetings and Events	
8.1.2.	Town Beautification Survey	
8.1.3.	MCB Workshop Report	
8.1.4.	Martinborough Cycle Safety	
8.1.5.	July Flooding Event	
8.1.6.	MCB Request for Information from SWDC	
8.1.7.	Accelerate Wairarapa	
8.1.8.	Long Term Plan	
8.2	Naming of Dublin Street West and New York Street West	
9.	MEMBER REPORTS (INFORMATION):	
9.1	Wairarapa Library Service	Page 118
10.	CORRESPONDENCE	
	<i>Proposed Resolution: That the outwards correspondence be approved.</i>	
10.1	Inwards	
	From Kirsty Prentice, SPCA, to Martinborough Community Board, dated 11 July 2017	Page 119
	From Paul Crimp, SWDC, to Martinborough Community Board, dated 20 July 2017	Pages 120-125
	From Richard Day, NZ Police, to Martinborough Community Board, dated 28 July 2017	Page 126
	From Mark Allingham, SWDC, to Martinborough Community Board, dated 24 August 2017	Pages 127-130
10.2	Outwards	
	To Denise Evans, from Martinborough Community Board, dated 28 July 2017	Page 131
	To Bill Butzback, NZ Fire, from Martinborough Community Board, dated 28 July 2017	Page 132
	To NZ Police, from Martinborough Community Board, dated 28 July 2017	Page 133
	To Pip Goodwin, Palliser Estate, from Martinborough Community Board, dated 28 July 2017	Page 134
	To Dave Shepherd, Martinborough Winegrowers, from Martinborough Community Board, dated 28 July 2017	Page 135



Martinborough Community Board

Minutes – 17 July 2017

- Present:** Lisa Cornelissen (Chair), Fiona Beattie, Victoria Read, Maree Roy, Cr Pam Colenso and Pip Maynard.
- In Attendance:** Mayor Viv Napier, Murray Buchanan (Planning and Environment Group Manager) and Hans van Kregten (Kaha Consultancy) for part only and Suzanne Clark (Committee Secretary).
- Conduct of Business:** The meeting was conducted in public in the Council Chambers, 19 Kitchener Street, Martinborough on the 17 July 2017 between 6:30pm and 9:22pm.
- External Speakers:** Dave Shepherd, Clive Paton (Wairarapa Winegrowers).

PUBLIC BUSINESS

MCB RESOLVED (MCB 2017/51) to receive tabled correspondence from Pip Goodwin, Palliser Estate and Denise Evans as they were received after the agenda had been prepared and it would be unreasonable to hold the items until the next meeting.

(Moved Cr Maynard/Seconded Cr Colenso)

Carried

1. APOLOGIES

MCB RESOLVED (MCB 2017/52) to receive apologies from Paul Crimp.

(Moved Cornelissen/Seconded Beattie)

Carried

2. CONFLICTS OF INTEREST

Mrs Cornelissen declared a conflict of interest with agenda item 6.3 and any discussion as a result of agenda item 8.1 sections 5 (Martinborough Cycle Safety) and 6 (Considine Park), Deputy Chair Victoria Read would chair these items.

Mrs Cornelissen declared a conflict of interest with the discussion about the protected cedar hedge, Ts092, at the Martinborough Swimming Pool (declared under item 6.1).

3. PUBLIC PARTICIPATION

3.1 Dave Shepherd, Clive Paton (Wairarapa Winegrowers)

Mr Shepherd with support from Mr Paton presented concerns about cyclist's safety on the narrow Martinborough roads and in the 70kmh speed zones due to high numbers of winery cycle tourists. Mr Shepherd

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asked the Board for help with securing new cycle lanes, warning signs and reducing speed limits.

4. ACTIONS FROM PUBLIC PARTICIPATION

- 4.1 Wairarapa Winegrowers
Discussion deferred to agenda item 8.1.

5. COMMUNITY BOARD MINUTES

- 5.1 Martinborough Community Board Minutes – 29 May 2017
MCB RESOLVED (MCB 2017/53) that the minutes of the Martinborough Community Board meeting held on 29 May 2017 be received and confirmed as a true and correct record subject to the correction as outlined in resolution MCB 2017/54.

(Moved Read/Seconded Roy)

Carried

MCB RESOLVED (MCB 2017/54) that the wording of number 3 of resolution MCB2017/45 is corrected from:

‘To grant the Martinborough Homework and Breakfast Club \$645 towards the costs associated with continuing to provide a free breakfast for children in need’; to

‘To grant the Martinborough Homework and Breakfast Club \$645 towards the costs associated with continuing to provide a free breakfast and activities for children in need’

(Moved Read/Seconded Cr Maynard)

Carried

6. CHIEF EXECUTIVE AND STAFF REPORTS

- 6.1 Update of Council’s Notable Tree Register
Mr van Kregten and Mr Buchanan discussed Council’s planned review of the South Wairarapa notable trees register in the Wairarapa Combined District Plan with members. Members undertook to liaise with the community to seek assistance in identifying why the Martinborough notable trees had been listed and to identify new specimens for consideration and existing specimens for removal (if appropriate). Mr Buchanan undertook to add a column to the Notable Trees Register to include a reason for their protection.

MCB RESOLVED (MCB 2017/55):

1. To receive the Update of Council’s Notable Tree Register Report.
(Moved Cornelissen/Seconded Cr Colenso)
2. Action 355: Determine why Ts092, the Cedrus deodara hedge by the Martinborough Swimming Pool, was originally protected; M Buchanan
3. Action 356: Email previous members of the disbanded Martinborough Tree Committee information about the notable

Carried

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trees register project; requesting information about listed trees and inviting them to provide input to the consultation; L Cornelissen

6.2 Action Items Report

Members discussed the Martinborough flooding event and undertook to talk with constituents and gather feedback. Members agreed that Memorial Square should be the highest priority for the Poppy Road Signs project.

MCB RESOLVED (MCB 2017/56):

1. To receive the Action Items Report.
(Moved Cornelissen/Seconded Read)
2. Action 357: Provide a comprehensive report outlining how Council handled the Martinborough flooding and road closures, what went well, what could be improved and where road closure information can be located by the community; M Allingham

Carried

6.3 Request for Change to Street Names/Numbering

Mrs Cornelissen vacated the chair.

Ms Read assumed the chair.

Ms Read summarised the feedback received from residents of New York Street West saying that three were in favour of change, two were not in favour of change and one was neutral. Feedback from Dublin Street West residents showed five in favour of change, one not in favour and one neutral.

Of the emergency services, only Wellington Free Ambulance had responded to the request for feedback.

Mayor Napier and Mr Buchanan noted an impact to residents initially should a change go ahead. Mr Buchanan advised that to keep the name of the street along the entire length would require renumbering the entire street.

MCB RESOLVED (MCB 2017/57):

1. To receive the Request for Change to Street Names/Numbering Report.
(Moved Beattie/Seconded Cr Maynard)
2. That emergency services are written to again requesting feedback on any concerns they have in locating addresses either at New York Street West or Dublin Street West, noting that the Martinborough Community Board does not want to make a decision without their input.

Carried

(Moved Read/Seconded Cr Colenso)

Carried

Ms Read vacated the chair.

Mrs Cornelissen assumed the chair.

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6.4 Officers' Report to Community Boards

MCB RESOLVED (MCB 2017/58):

1. To receive the Officers' Report.
(*Moved Read/Seconded Beattie*) Carried
2. Action 358: Provide a report outlining a solution to vandalism of fairy lights including use of different connections, a different way to hang the lights, or a different light solution; M Allingham

6.5 Review of Policy E502: Community Groups Use of and Access to Council Parks and Reserves

Members reviewed the Policy and expressed concern that public spaces may not be fully utilised due to form and fee requirements, but supported terms and conditions for commercial use.

MCB RESOLVED (MCB 2017/59):

1. To receive the Community Groups Use of and Access to Council Parks and Reserves Policy Review Report.
2. To approve Policy E502: Community Groups Use of and Access to Council Parks and Reserves including incorporating Terms and Conditions of use subject to a review of paragraph 2.1 and 5.2 in the Terms and Conditions.
3. Action 359: Review and clarify wording of 2.1 as 'planned gatherings of 10 or more people' is very restrictive and suggests that casual users of parks would need to submit an application; M Allingham
4. Action 360: Review and clarify wording of 5.2 as some events do appear to have exclusive rights to the use of parks and reserves (i.e. Martinborough Fair); M Allingham

6.6 Income and Expenditure Statements

MCB RESOLVED (MCB 2017/60):

1. To receive the Income and Expenditure Report for the period 1 July 2016 – 31 May 2017 subject to notations.
(*Moved Beattie/Seconded Read*) Carried
2. Action 361: Ensure the amount granted to Martinborough School is \$780 not \$980 as shown in the commitment; J Mitchell
3. Action 362: Release the commitment for the Martinborough Pool Summer Access Programme; J Mitchell
4. Action 363: Carry forward the WWI Commemoration commitment of \$1,000 to the 17/18 year; J Mitchell
5. Action 364: Investigate the Martinborough JAB Rugby commitment of \$1,150 as funds were not granted by the MCB to the Club; J Mitchell

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7. NOTICES OF MOTION

There were no notices of motion.

8. CHAIRPERSON'S REPORT

8.1 Chairperson's Report

Mrs Cornelissen tabled an Engagement Plan and discussed communications with members. Ways to engage with the community on footpath priorities, cycle stands, progression of a welcome to Martinborough sign, hanging of banners and community gardens were discussed.

Ms Read reported that the Obesity Group had started a Friday morning walking group.

Mrs Roy and Cr Colenso tabled a footpaths report and discussed priorities with members. Mrs Cornelissen thanked Mrs Roy and Cr Colenso for the report and acknowledged the time spent preparing the information.

Mrs Cornelissen vacated the chair.

Ms Read assumed the chair.

Members agreed with the concerns about cycle safety as presented by Dave Shepherd and Clive Paton and discussed the speed limit review report, NZTA speed limit guidelines and the potential to create cycle lanes in key areas.

Ms Read vacated the chair.

Mrs Cornelissen assumed the chair.

MCB RESOLVED (MCB 2017/61):

1. To receive the Chair's Report including the tabled Engagement Report and MCB Workshop Notes.
(Moved Cornelissen/Seconded Cr Maynard) Carried
2. Action 365: Obtain costs for printing a one-page or half-page advert in the Martinborough Star; L Cornelissen
3. Action 366: Add 'footpaths' as the third priority area for community engagement; L Cornelissen
4. Action 367: Progress the Martinborough cycle stand project with Council's Amenities Manager; V Read
5. Action 368: Determine who owns the Martinborough bus shelter, whether there are plans to replace it and whose permission is needed in order for the Community Board to paint it; Cr Colenso
6. Action 369: Provide a list of the top 10 footpath repairs/new footpaths to the Chair so a top 15 list can be compiled; MCB
7. Action 370: Prepare a report outlining what was submitted to NZTA in the way of recommendations by SWDC as a result of the consultants speed limit review report and identify alternative ways forward to address cycle safety, including use of signs, cycle paths, road widening etc., and attend the August meeting to discuss with members; M Allingham

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8. Action 371: Collate member concerns regarding cycle safety and forward to Council officers; L Cornelissen
9. Action 372: Write to Denise Evans, Dave Shepherd and Pip Goodwin thanking them for their correspondence and advise that Martinborough Community Board would be looking to identify a strategy within limited funds; P Crimp

MCB RESOLVED (MCB 2017/62):

1. To receive the draft budget.
2. To note that the budgeted surplus is available for new projects or spending not yet identified.

(Moved Read/Seconded Roy)

Carried

3. Action 373: Increase the Martinborough Community Board engagement commitment from \$200 to \$500 and carry forward this commitment to the 17/18 year; J Mitchell

MCB RESOLVED (MCB 2017/63):

1. To appoint Cr Pam Colenso, Christine Webley, Max Stevens and representatives from the Martinborough Holiday Park, South Wairarapa Pony Club, Martinborough School and Council's Amenities department to the Considine Park Committee.

(Moved Read/Seconded Roy)

Carried

2. Action 374: Add to the first Considine Park Committee agenda remedying the untidy arena area; M Allingham

9. MEMBERS REPORTS (INFORMATION):

9.1 Wairarapa Library Service

MCB RESOLVED (MCB 2017/64) to receive the Wairarapa Library Service report.

(Moved Cornelissen/Seconded Beattie)

Carried

9.2 Martinborough Community Garden

Discussed under agenda item 8.1.

9.3 Footpaths

Discussed under agenda item 8.1.

10. CORRESPONDENCE

10.1 Inwards

From Kevin Tso, Victim Support, to Martinborough Community Board, dated 13 June 2017

From Pip Goodwin, Palliser Estate, to Martinborough Community Board, dated 12 July 2017 (tabled)

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From Denise Evans to Martinborough Community Board, dated 11 July 2017 (tabled)

10.2 Outwards

To Bill Butzback, NZ Fire Service, Wellington Free Ambulance, Martinborough Fire Service and residents of New York Street West and Dublin Street West (sample attached), from Lisa Cornelissen, Martinborough Community Board, dated 26 June 2017

MCB RESOLVED (MCB 2017/65) to receive the inwards and approve the outwards correspondence.

(Moved Cornelissen/Seconded Read)

Carried

Confirmed as a true and correct record

.....**Chairperson**

.....**Date**

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MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.1

OFFICERS' REPORT

Purpose of Report

To report to the Community Board/Maori Standing Committee on general activities.

Recommendations

Officers recommend that the Council:

1. *Receive the Officer's Report.*

CHIEF EXECUTIVE OFFICER

1. Executive Summary

The Annual Plan was adopted 28 June with the rates increase of 3.92% being in line with the LTP forecast. Progress was made on broader issues including free swimming, accelerated wastewater and footpath/crossing upgrades, and funding set aside for an upgrade of the dog pound. These initiatives followed a good level of input from the public, with clear responses on the matters consulted.

With the passage of the Health Fluoridation Bill, Lawrence Stevenson and I met with Ministry of Health officials to discuss funding and timing of District Health Board decisions. While the Government has set aside some funding, and this is appreciated, the funding is only sufficient to enable the conversion of 20 plants per year across the country.

The LGNZ conference, held in Auckland 23 to 25 July was very well attended; this conference had over 900 attendees and was the largest to date.

Finally, the Local Government Commission announced their Final Proposal for a Wairarapa District Council; it will be good to have this very long running matter resolved one way or another.

2. Governance/Leadership/Advocacy

The following table provides the year to date results for KPI's set for the Governance output.

GOVERNANCE, LEADERSHIP AND ADVOCACY MEASURING SERVICE DELIVERY PERFORMANCE					
SERVICE LEVEL	KEY PERFORMANCE INDICATORS			COMMENTS	
		2016/17 TARGET	2016/17 ACTUAL		
Opportunities are provided for the community to have its views heard	Ratepayers and residents feel they can contact a Council member to raise an issue or problem	75%	79%	The National Research Bureau (NRB) Customer Satisfaction survey was carried out late 2016. In addition to the 79% (2014: 73% 2011 75%) positive response, 13% (2014: 16% 2011 14%) felt they were unable to comment.	
	Ratepayers and residents feel that the Mayor and councillors give a fair hearing to their views	72%	63%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 63% (2014: 62% 2011 55%) positive response, 23% (2014: 21% 2011 28%) felt they were unable to comment.	
Council determines what activities it should engage in through consultation and regulatory requirements then sets clear direction	Ratepayers and residents are satisfied with Council's decisions and actions	80%	70%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 70% (2014: 76% 2011 73%) positive response, 14% (2014: 8% 2011 9%) felt they were unable to comment.	
	Ratepayers and residents are satisfied with how Council allocates rates/funds to be spent on the services and facilities provided (target peer group age)	79%	65%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 65% (2014: 64% 2011 59%) positive response, 14% (2014: 14% 2011 9%) felt they were unable to comment.	
Community Boards make decisions that consider local issues	Community Board decision - making reports on local issues	90%	Greytown 98% Featherston 97% Martinborough 97%	This measure reports on the percentage of resolutions made that relate solely to local issues. (year ended 30 June 2016)	
	% of ratepayers and residents who know how to contact a community board member	68%	69%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 69% (2014: 64% 2011 59%) positive response, 0% (2014: 14% 2011 9%) felt they were unable to comment.	
Opportunities are available to raise local issues and understand what will happen as a result	Ratepayers and residents satisfied with the way Council involves the public in the decision it makes	70%	47%	The NRB Customer Satisfaction survey was carried out late 2016. In addition to the 47% (2014: 49% 2011 50%) positive response, 31% (2014: 26% 2011 25%) indicated they were neither satisfied nor dissatisfied, and 5% (2014: 5% 2011 5%) felt they were unable to comment.	
Opportunities are available to raise issues relating to Maori through the Maori Standing Committee	The Maori Standing Committee makes recommendations to Council in relation to policy and plan development and resource management applications	100% applicable applications	100%	Maori Standing Committee met on 6 occasions. In total 5 resource consent applications were considered, however due to the timing of the meetings 1 was considered outside normal meetings. (Year ended 30 June 2016)	

2.1 Local Government Commission

The Local Government Commission released their "Final Proposal For A Wairarapa District Council" on 18 July.

Timeframes for completion of this process are still variable and are influenced by whether a petition (of 10% or more of electors in South Wairarapa, Carterton, or Masterton Districts) is received by the Commission by 15 November 2017.

If the petition is received by early September, the poll will be held this calendar year. If the petition is received later than this, the poll will need to be deferred until February 2018 due to the general election.

3. Strategic Planning and Policy Development

3.1 Meetings/Conferences

3.1.1. Chief Executive Forum

No CE forum was held.

3.1.2. LGNZ Conference

The above conference, themed "Creating pathways to 2050: Liveable spaces & loveable places" was held in Auckland Sunday July 23 to Tuesday July 25.

This was the largest LGNZ conference to date with over 900 attendees.

As the theme suggests, many of the presentations were aimed at thinking about what communities need and would look like into the future.

A lot of this thinking was technology and statistics based, what will our communities look like in the future, what will their needs be, and how is this achieved, both from an infrastructural asset viewpoint, but also from an amenity and recreational perspective.

An interesting perspective was that direct investment by local authorities was not necessarily imperative; partnerships and private investment are contemporary and necessary ways of achieving change.

While listening to presentations from Sir Bob Harvey (ex Mayor ex Waitakere City); Ludo Campbell-Reid (GM Auckland City Council design office); and Lord Mayor Robert Doyle (City of Melbourne) it became quite apparent that our district is performing very well in terms of transforming the look at feel of our communities. This has been achieved by direct investment, partnerships within the community, and private investment.

Futurist and Global Strategist, Holly Ransom, gave an inspired presentation **on future proofing our communities. A key point made is that "We no longer have the luxury of stability – change is constant and the velocity is only intensifying"**.

It will be interesting to bear this in mind as we move into another LTP round, and compare community views to those expressed only three years ago.

3.1.3. Mayoral Forum

No Mayoral forum was held.

3.1.4. Community Boards

A further round of Community Board meetings were held.

3.1.5. Earthquake prone buildings policy.

On 1 July 2017, section 23(1) of the Building (Earthquake-prone Buildings) Amendment Act 2016 (2016 No 22) removed the requirement for local authorities to maintain an earthquake prone buildings policy.

The Amendment Act incorporates the earthquake prone buildings obligations into the Building Act 2004.

Accordingly, we **should repeal SWDC's Earthquake Prone Buildings Policy (H800)**, firstly the regime has changed and is covered by legislation, and secondly to avoid having an operative policy that could lead to a conflict between policy and legislation.

4. Corporate

4.1 Financial Statement

The Financial Statements and Financial Report for the year ended 30 June 2017 are being prepared; these are far more involved than the normal monthly management reports, and will be circulated in due course.

4.2 Occupational Health and Safety

We continue to make good progress on health and safety matters. No matters were reported during the period.

4.3 Waihinga Centre/Martinborough Town Hall

The project continues as planned, completion as previously advised will be somewhere around May next year. The financial report is included in Appendix 1.

4.4 Claims – Coastal Recognition Orders

There has been little movement on this matter, apart from receiving a number of additional claims.

The following was reported in my last report; it is included here for reference. This will be a long process.

We have been notified of approximately 16 claims under the Marine and Coastal Area (Takutai Moana) Act 2011.

In each of the claims the respondents are South Wairarapa District Council; Wellington Regional Council; and The Solicitor General on behalf of the Attorney General.

The orders sought are for protected customary rights and customary marine title over certain areas.

There has been a flurry of activity in regard to this matter as all claims had to be lodged by the end of April.

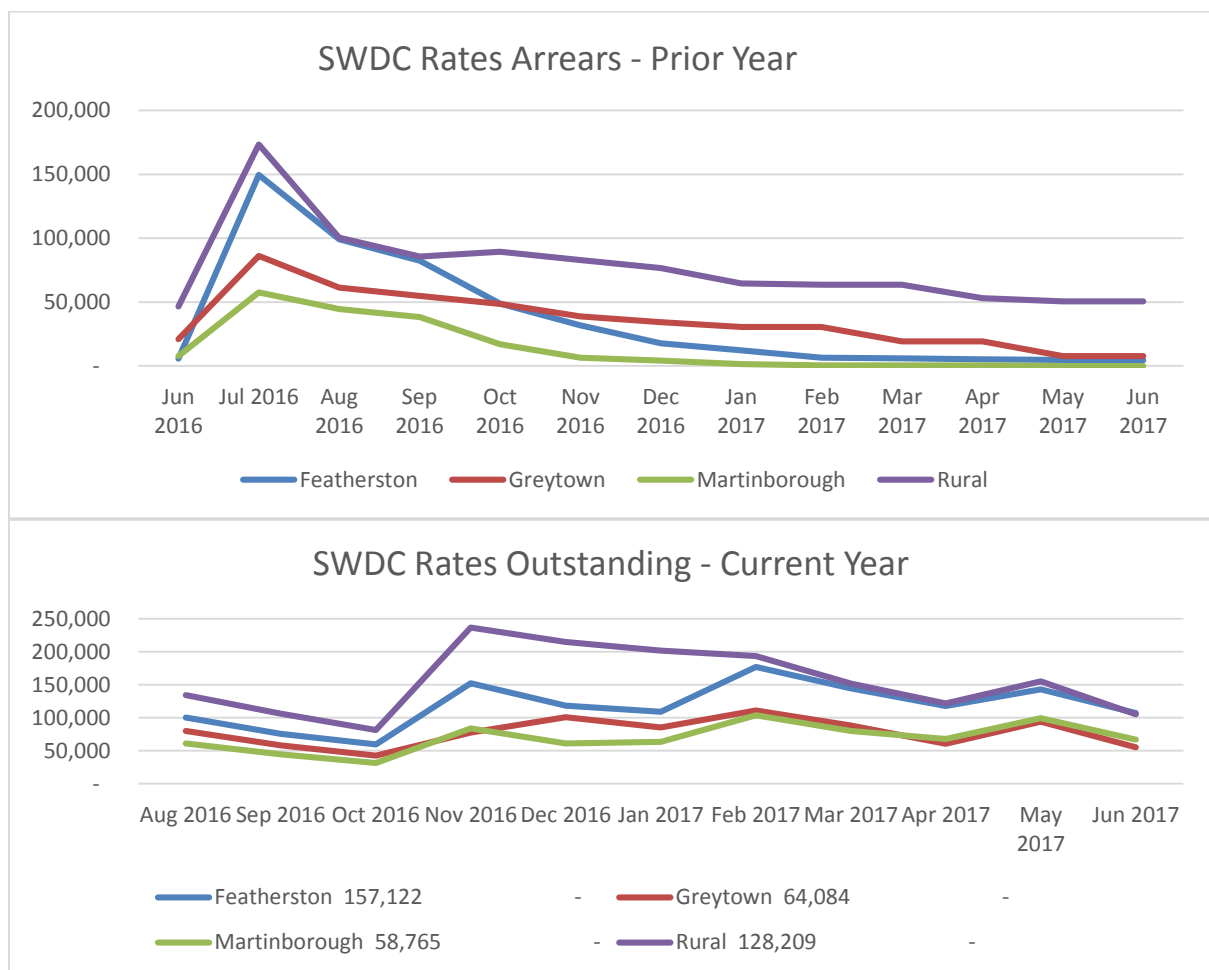
Simpson Grierson are handling this initial phase on our behalf.

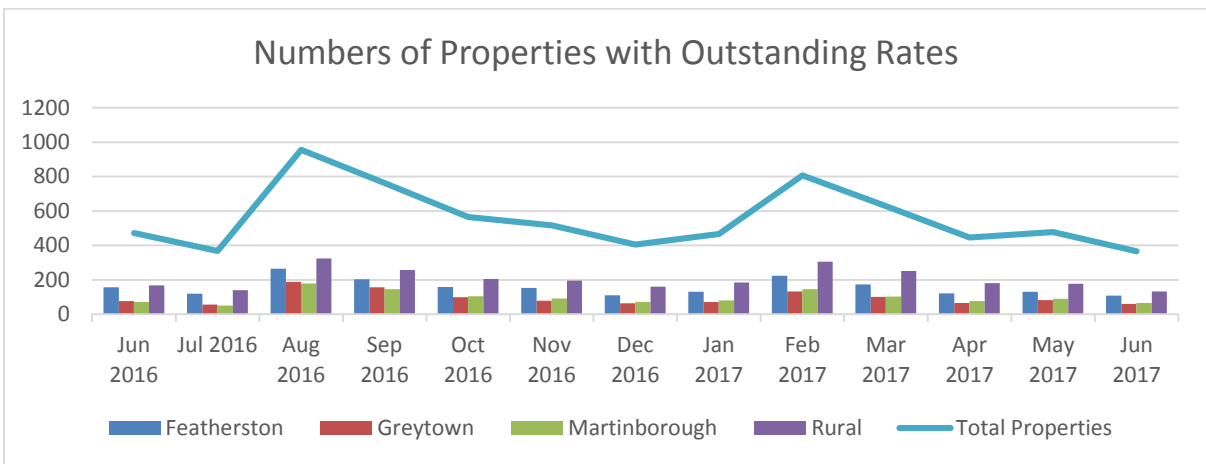
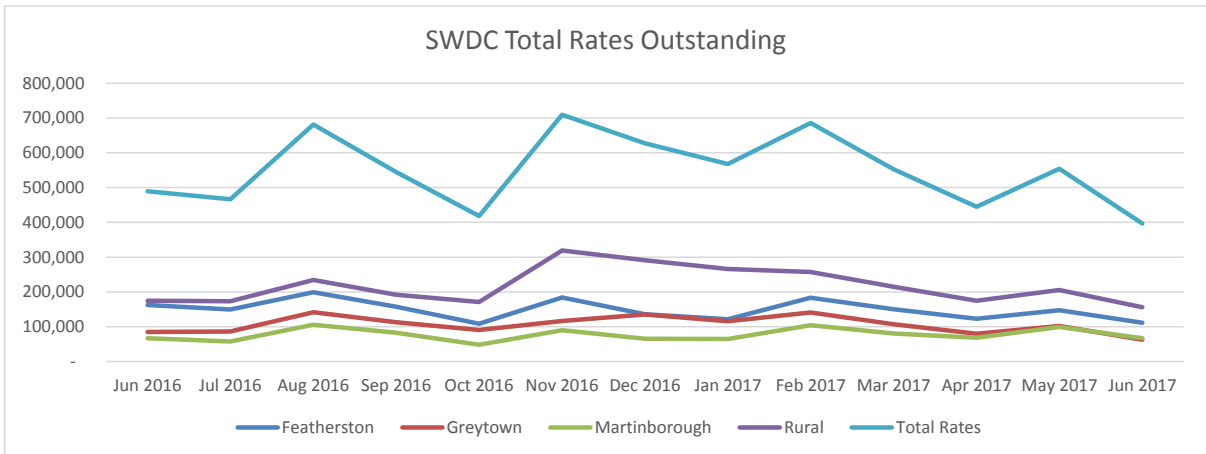
The legislation does not specify a process for consideration of these claims, the High Court will be deciding on procedural matters.

There may be some impact on SWDC in relation to various coastal consents we hold, Roding and the like.

4.5 Rates Arrears (Incl. GST)

The continued good work on the rates debt front shows in the trends. As previously discussed, these trends are very sensitive and can change, however our consistent approach appears to be paying dividends.





4.6 LGOIMA Requests

DATE	TOPIC OF INFORMATION REQUEST	REQUEST RESPONSE
31 May (Wairarapa Times Age)	Expenditure on food and drink (alcoholic and non-alcoholic) for the financial year to date (July 1, 2016 – May 31, 2017)	Information provided
20 June (Mary Byrne)	How many water supplies are operated by the Council? What area each supply? How many people are in each of those areas.	Information provided
27 June (Tom Hunt, Fairfax)	Spend on gifts for elected members and staff	Information provided
29 June (Jez Partridge)	What the STEM threshold to be able to list a tree as Notable in the District Plan.	Information provided
20 July (Katrina Shanks, Funeral Directors Association of NZ)	Details of funeral directors/home, funding models applied to cemeteries etc., future plans and statistics relating to burials and cremations.	Information provided

We continue to charge for those requests that require more than 1 hour and 20 pages of material. This charging regime is standard and used by central Government.

5. Appendices

Appendix 1 – Waihinga Project Financials

Contact Officer: Paul Crimp, Chief Executive Officer

Appendix 1 – Waihinga Project Financials

**SWDC
Waiinga Centre
Project forecast - Actuals to June 2017**

Per Council decision 18.1.2017

\$ 5,132,010

<u>Made up as follows:</u>	Budget	Invoiced to 30.6.2017	Invoices to come	Forecast spend
Rigg Zschokke Construction Contract	4,223,709	415,490	3,808,219	4,223,709
Rigg Zschokke Agreed Variations*		34,383	13,500	47,883
		<u>449,873</u>	<u>3,821,719</u>	<u>4,271,592</u>
Professional fees (design team) to Jan-17	509,459			
Adamsons Survey		6,581		
Engeo Geotech		17,160		
Holmes Consulting - Design & Fire		137,425		
HVAC Design		14,175		
Perception Planning		6,918		
Warren and Mahoney - Design		327,200		
		<u>509,459</u>	-	<u>509,459</u>
Other fees to Jan-17 (including SGL, QS)	268,842			
Rawlinsons (Quantity Surveyers)		38,000		
SGL		230,343		
		<u>268,343</u>	-	<u>268,343</u>
Architect & Engineer construction monitoring	80,000			
Holmes Consulting - Construction Monitoring		26,446	21,054	
Warren and Mahoney - Site Monitoring		18,483	16,517	
Warren and Mahoney - Variations*		11,578		
		<u>56,507</u>	<u>37,570</u>	<u>94,078</u>
Development & Design Variations**		66,984	10,050	77,034
QS Services to completion	50,000			
Venture Consulting		2,500	27,500	
Clendon Burns & Park		13,438	3,562	
		<u>15,938</u>	<u>31,062</u>	<u>47,000</u>
Budgeted Core costs	5,132,010			
Plus Contingency	200,000			136,494
Overall budget	\$ 5,332,010	<u>1,367,103</u>	<u>3,900,401</u>	\$ 5,268,504

***Construction Variations to date:**

	Invoiced to 30.6.2017	Invoices to come	Forecast spend
Rigg Zschokke			
Removal of asbestos	7,310		
Insurance obtained directly		(20,000)	
JLT Insurance	20,108		
Concrete Foundation to supper room well	6,965		
Replace piles and joists supper room		7,500	
Replace ceiling joists supper room		2,500	
Temporary structural support		9,500	
Concrete under existing foundation		1,000	
Remove plaster and steel support for overlay wall		5,000	
Supper room framing connection to external wall		1,000	
Extend concrete overlay to areas of demolished chimney		3,500	
Retain brick wall to supper room		(1,500)	
Overlay existing stage floor		5,000	
	<u>34,383</u>	<u>13,500</u>	<u>47,883</u>
Warren and Mahoney			
Alternative cladding product (Rodeca)	10,678		
Revision re additional toilet	900		<u>11,578</u>

JNL and Other Savings To be confirmed

****Development & Design Variations:**

SGL	5,500		
Engeo Geotech	8,940	3,900	
Holmes Consulting - Design & Fire	8,475		
HVAC Design	2,515	6,150	
Rawlinsons (Quantity Surveyers)	5,000		
Warren and Mahoney - Design(SWDC excl from original budget)	36,554		
	<u>66,984</u>	<u>10,050</u>	<u>77,034</u>

Net cost/(savings) from Variations:

136,494

PLANNING AND ENVIRONMENT

1. Resource Management

1.1 Resource Management Act - District Plan

SERVICE LEVEL – Council has a Combined District Plan that proves certainty of land-use/environmental outcomes at the local and district levels.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Ratepayers and residents satisfied with the image of the closest town centre shown as "satisfied"	75%	87%	NRB 3 Yearly Survey
The district plan has a monitoring programme that provides information on the achievement of its outcomes (AER's)	Yes	-	Consultants have been working with the 3 Councils to establish which data is recorded and how it is stored so as to enable effective reporting against AER's in WCDP. A working paper has been completed setting out a proposed framework and a stock take has been finished.

Work has progressed on the updating of the schedule of protected notable trees. A consultant has been engaged to undertake the more technical planning work along with an arborist to advise on the specifics of each tree.

A brief report has been presented to the 3 community boards and the Maori Standing Committee seeking input. A review of the records of each existing tree in the schedule has also being commenced along with site visits to confirm current status of each tree.

A difficulty has occurred with the "ground truthing" exercise due to the timing of the seasons. Being winter, many trees are currently without leaf cover and this has proved problematic when attempting to identify the specific type of tree, even for an arborist. It is now proposed to await spring when leaf cover will reappear.

The presentation of evidence to the independent hearings panel acting for the regional council, in relation to the proposed Natural Resources Plan is ongoing.

Council along with MDC are using Boffa Miskell to prepare and present Councils planning evidence with staff providing additional evidential inputs as required.

This is a very complex and time consuming process that is putting considerable pressure on staff time and resources and it is expensive in terms of the consultants work, even on a shared cost basis with MDC.

1.2 Resource Management Act - Consents

SERVICE LEVEL – All resource consents will be processed efficiently.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Consent applications completed within statutory timeframes	100%	96.1%	NCS. 5 applications have exceeded timeframes as previously reported.
s.223* certificates issued within 10 working days	100%	94%	NCS. 3 applications have exceeded timeframes as previously reported.
s.224* certificates issued within 15 working days of receiving all required information (note no statutory requirement)	95%	98%	NCS. 1 application has exceeded timeframe as previously reported.

20 resource consent applications were received between the 1st and 30th of June 2017.

71 land use and 60 subdivision (131 total) resource consents were processed in the 2016/2017 financial year.

133 resource consents were processed in the 2015/2016 financial year.

Officers provide detailed information as part of regular updates, subject to data availability, on all consents direct to Council and Community Board members, so this information is not listed here.

1.3 Reserves Act – Management Plans

SERVICE LEVEL – Council has a reserve management plan programme.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Council maintains and updates reserve management plans as required.	1	0	No action required

1.4 Local Government Act – LIM's

SERVICE LEVEL – Land Information Memoranda: It is easy to purchase information on any property in the District.

RESOURCE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
My LIM contains all relevant accurate information (no proven complaints)	100 %	99.99%	All information provided to applicants as required by LG Act. One complaint received to date – not proven as fault of Council, but was an error- approx. 50% refund of fee made (urgent to non-urgent). G:\LIMs\LIMS PROCESSED 2016-17
My non-urgent LIM is processed within 10 days	100%	100%	G:\LIMs\LIMS PROCESSED 2016-17

TYPE	YTD	PREVIOUS YTD	PERIOD	PREVIOUS PERIOD
	1 JULY 2016 TO 30 JUNE 2017	1 JULY 2015 TO 2016	1 JUNE 2017 TO 30 JUNE 2017	1 JUNE 2016 TO 30 JUNE 2016
Standard LIMs (Processed within 10 working days)	225	256	19	11
Urgent LIMs (Processed within 5 working days)	85	85	4	11
Totals	310	341	23	29

As shown above the number of LIM's processed has decreased slightly in the last 12 months from 341 to 310, an end of year decrease of 9%. Over previous years the number of LIMs processed had steadily increased each year and this represents a levelling off of the numbers of LIM's processed.

2. Public Protection

2.1 Building Act - Consents and Enforcement

SERVICE LEVEL - Council certifies all consented work complies with the building code, ensuring our communities are safe. The Council processes, inspects, and certifies building work in my district.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Code Compliance Certificate applications are processed within 20 working days	100%	99.48%	NCS
Building consent applications are processed within 20 working days	100%	98.71%	NCS
Council maintains its processes so that it meets BCA accreditation every 2 years	Yes	Yes	Next IANZ review set for January 2018. Council was re-accredited in January 2016.
Earthquake prone buildings reports received	80%	63.44 %	148 of 229 known EQP premises had been addressed. A new process is now in place.

TYPE	NUMBER	VALUE
Commercial (shops, restaurants, rest home – convalescence, restaurant /bar / cafeteria / tavern, motel, commercial building demolition - other commercial buildings)	7	\$196,000
Industrial (covered farm yards, building demolition, warehouse and/or storage, factory, processing plant, bottling plant, winery)	1	\$350,000
Residential (new dwellings, extensions and alterations, demolition of building, swimming and spa pools, sleep-outs, garages, relocations, heaters, solid fuel heaters.	51	\$4,082,411
Other (public facilities – schools, toilets, halls, swimming pools)	0	0
Totals	59	\$4,628,411

Work to prepare for the next programmed Accreditation Review of Councils BCA functions (processing and inspecting Building Consents) has begun.

This review is programmed to take place in January of 2018. In the previous 2 accreditation reviews Council has not received any Corrective Action Requests (CARs) and few strong recommendations for improvements, this representing excellence in performance.

However due to changes in the regulations surrounding this process and the requirements for accreditation, we are having to make a substantial number of changes to our current processes.

If we are to achieve a similar result to those achieved in the last 2 reviews, a significant amount of work is required to be done. To assist with that work we have engaged a specialist, Mr John Tait to help staff prepare, over the next few months.

2.2 Dog Control Act – Registration and Enforcement

SERVICE LEVEL – Dogs don't wander freely in the street or cause menace to humans or stock.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Undertake public education, school and community visits to promote safe behaviour around dogs and/or responsible dog ownership	3 visits	0	Not commenced due to staff member responsible being on maternity leave.
Complaints about roaming and nuisance dogs are responded to within 4 hours	100%	96%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls

The government has recently announced changes to the legislation around dangerous dogs. This follows widespread public concern about attacks on children. The proposal is to strengthen the requirements around dangerous breeds and dogs declared to be dangerous so as to protect the public better from attacks. These changes are long overdue.

INCIDENTS REPORTED 1 JUNE 2017 TO 30 JUNE 2017	FEATHERSTON	GREYTOWN	MARTINBOROUGH
Attack on Pets	0	0	0
Attack on Person	0	0	0
Attack on Stock	1	0	0
Barking and whining	1	0	5
Lost Dogs	2	0	0
Found Dogs	0	0	0
Rushing Aggressive	2	2	0
Wandering	9	5	0
Welfare	0	0	0
Fouling	0	0	0
Total	15	7	5

2.3 Public Places Bylaw 2012 - Stock Control

SERVICE LEVEL – Stock don't wander on roads, farmers are aware of their responsibilities.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Stock causing a traffic hazard is responded to within 1 hour	100%	95%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls
Council responds to complaints regarding animals within 48 hours.	100%	100%	K:\resource\Bylaw Officers\Registers\AC Service Requests.xls

INCIDENTS REPORTED	TOTAL
Stock	5

2.4 Resource Management Act – afterhours Noise Control

SERVICE LEVEL – The Council will respond when I need some help with noise control.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
% of calls received by Council that have been responded to within 1.5 hours	100%	94.64%	K:\resource\Health\Resource Management\Noise Control Complaints\Year Records 2010-2017.xls 106/112 call outs were attended within 1.5 hours

AFTER HOURS NOISE CONTROL COMPLAINTS RECEIVED	YTD 1 JULY 16 TO 30 JUNE 17	PREVIOUS YTD 1 JULY 15 TO 30 JUNE 16	PERIOD 1 JUNE 17 TO 30 JUNE 17	PREVIOUS PERIOD 1 JUNE 16 TO 30 JUNE 16
Total	112	103	7	5

2.5 Sale and Supply of Alcohol Act - Licensing

SERVICE LEVEL – The supply of liquor is controlled by promoting responsible drinking.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises are inspected as part of licence renewals or applications for new licences.	100%	100%	All premises inspected at new or renewal application.
Premises that are high or medium risk are inspected annually, while low risk premises are audited no less than once every three years.	100%	100%	All premises inspected at new or renewal application.
Compliance activities are undertaken generally in accord with the Combined Licensing Enforcement Agencies agreement.	100%	100%	

Due to a review of the classification of wineries (related to the applicable risk assessment) when the new legislation came into force, we have recently completed making refund payments in relation to 20 premises. Most refunds covered a 3 year period and were on average around \$5-700. Approximately \$14,000 was refunded.

The premises had been over charged in relation to a) obtaining alcohol licences and b) payment of annual monitoring charges under the Act.

As shown below, the amount of work has continued at high levels for the year. We are currently preparing the annual report to the Alcohol Regulatory and Licencing Authority as required under the Act. This will be provided to Council for its information in the next Council meeting round. One matter officers will be specifically highlighting are the difficulties surrounding the requirements relating to special licences.

ALCOHOL LICENCE APPLICATIONS PROCESSED	YTD	PREVIOUS YTD	PERIOD	PREVIOUS PERIOD
	1 JULY 2016 TO 30 JUNE 2017	1 JULY 2015 TO 30 JUNE 2016	1 JUNE 2017 TO 30 JUNE 2017	1 JUNE 2016 TO 30 JUNE 2016
On Licence	19	31	0	7
Off Licence	20	23	3	1
Club Licence	4	6	0	1
Manager's Certificate	131	118	8	8
Special Licence	60	45	4	5
Temporary Authority	7	5	4	0
Total	241	228	19	22

2.6 Health Act - Safe Food

SERVICE LEVEL – Food services used by the public are safe.

PUBLIC PROTECTION KEY PERFORMANCE INDICATORS	TARGET 16/17	YTD RESULT	COMMENT SOURCE, AND ACTIONS TAKEN TO ACHIEVE TARGET
Premises have appropriate FMP in place and meet the risk based standards set out in the Plan.	100%	100%	NCS data
Premises are inspected in accord with regulatory requirements.	100%	100%	NCS data

2.7 Bylaws

Between 1 and 30 June 2017 one notice was sent out relating to trees and hedges interfering with public access along a road. There were 3 abandoned vehicle complaints responded to.

Contact Officer: Murray Buchanan, Group Manager, Planning and Environment

INFRASTRUCTURE AND SERVICES

1. Group Manager highlights

On 13 and 14 July the region experienced a storm event that had all but one road into Martinborough cut off. While there was concern regarding the event within Martinborough, the rural communities whilst suffering some damage, expressed satisfaction with the response.

Following the event a debrief was held where several areas of improvement have been noted. Better inter contractor communication and fixed alternate route signage were some of the areas for improvement. There are also some actions to be discussed with council and community boards on current practices and if amendment are needed this will be done as required. These areas include 24hr updates of social media and communications with external parties.

Continued transport discussions have been held with the New Zealand Transport Agency (NZTA) and the three Wairarapa councils regarding the ability to bring the councils roading networks management into one unit. With the restructure of NZTA and those that councils have relationships with it has been decided that Mark Owen, the now Regional Performance Manager, Wellington, will speak to the Chief Executive and Mayor on the changes. Also the community boards will meet and be briefed on the development of works that have been put forward.

A workshop will be held looking at incorporating the sections of State Highways 53 and 2 into a single unit and facilitated through Equip, a branch of Local Government New Zealand. Numerous models from around the country had been discussed as also a way forward and the workshop will review the options and issues in the Wairarapa and possible models to reflect the uniqueness of the region and its makeup.

The discussions on the Solid Waste Contract are continuing with reviews of the contracts added levels of service and costs. A further briefing is expected over the coming weeks.

The preparation of the annual report is underway and reporting of the annual achievement reports for NZTA has been completed. Work is being **undertaken on the solution and use of "tetrapods" on the Cape Palliser Road**. They are tetrahedral concrete structures used as armour unit designed to dissipate the force of incoming waves by allowing water to flow around rather than against it. With continued coastal erosion issues these may be a future solution as in areas below.

2. Water supply

SERVICE LEVEL – Council provides reliable and safe drinking water supplies. Water provided is safe to drink and there is adequate water for urban firefighting.

2.1 Key Performance Indicators

WATER SUPPLY KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		JUNE	YTD	JUNE	YTD
The average consumption of drinking water per day per resident within the territorial authority	<400 Lt		341		
Compliance with resource consent conditions/water permit conditions to "mainly complying" or better	95%				
Water supply systems comply with Ministry of Health Bacteriological Drinking Water Standards guidelines 2000*	95%		99.6%		
Water supply systems comply with Ministry of Health Protozoa Drinking Water Standards guidelines 2000	95%		99.9%		
The total number of complaints received by the local authority about drinking water taste per 1000 connections	<15	0 per1000 (0 complaint)	0 per1000 (0 complaint)	0	0
The total number of complaints received by the local authority about drinking water odour per 1000 connections	<15	0 per1000 (0 complaint)	0.29 per1000 (1 complaint)	0	1
The total number of complaints received by the local authority about drinking water pressure of flow per 1000 connections	<15	0.29 per1000 (1 complaint)	2.87 per1000 (10 complaint)	0	10
The total number of complaints received by the local authority about continuity of supply per 1000 connections	<15	0.29 per1000 (1 complaint)	12.1 per1000 (41 complaint)	3	41
The total number of complaints received by the local authority about drinking water clarity per 1000 connections	<15	0 per1000 (0 complaint)	2.01 per1000 (7 complaint)	0	7
Ratepayers and residents satisfied with level of service for water	77%			NRB Survey:	59%
Attendance for urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 1 Hr	(3/3) 100%	-	0	64
Resolution of urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm resolution of the fault or interruption	< 8 Hrs	(3/3) 100%	-	0	64
Attendance for non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel reach the site	< 2 working days	(8/10) (80%)	-	10	318
Resolution of non-urgent call-outs: from the time that the local authority receives notification to the time that service personnel confirm	< 5 working days	(7/10) (70%)	-	10	318
Fire hydrants tested annually that meet NZ Fire Service Code of Practice	20%		20%		
The % of real water loss from the local authority's networked reticulation system identified by establishing and measuring night flow	<20%		45.5%		

2.2 Water supply capital improvements

2.2.1. Featherston water supply

Stage 2, the treatment improvement works and commissioning have been completed. To date the plant has been operating reliably, supplying Featherston. Ministry of Health (MoH) officers have visited site to observe the operation and completion of the project. The balance of the subsidy available will be claimed. Total project costs are not able to be confirmed as yet but expected to be in range \$1.35 - \$1.4M.

2.2.2. Water reticulation renewal

The tender for trunk pipeline renewal works for the Greytown urban supply in Woodside Road by Core Infrastructure Ltd has been completed and the pipeline is now in service. Stage 3, is planned for 2017/18 where the main will be fully replaced up to the Woodside treatment plant, including trenchless replacement in two locations.

2.4 Water treatment plants

The Waiohine and Martinborough plants operated routinely over the period with some replacement of equipment.

The extended Waiohine water treatment plant now has been commissioned and in service for both the Greytown and Featherston communities.

2.5 Water reticulation

There were 10 reticulation repairs reported and rectified during the period.

2.6 Water races

Routine monthly inspections and blockage clearing of the water race network has been performed by City Care Ltd (CCL) to maintain satisfactory flows. There were 6 accounts for blockage clearing or no water flow for the Moroa network. None were reported for the Longwood network over the period.

3. Waste water

SERVICE LEVEL – Council provides waste water services that effectively collect and dispose of waste water. Waste water does not create any smells, spill or health issues and causes minimal impact on the natural environment.

3.1 Key Performance Indicators

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		JUNE	YTD	JUNE	YTD
Number of blockages per 1000 connections	<10	6	11.55 per1000 (51 complaint)	5	51
Ratepayers and residents satisfaction with waste water services	70%			NRB survey:	49%
Number of dry weather sewerage overflows per 1000 connections	<10	-	-	0 per 1000 connections (0 overflow)	0 per 1000 connections (0 overflow)
Attendance time: from notification to arrival on site	< 1 Hr	-	-	5/6 (83%)	62

WASTE WATER KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		JUNE	YTD	JUNE	YTD
Resolution time: from notification to resolution of fault	< 4 Hrs	-	-	5/6 (83%)	62
% of resource consent conditions complied with to mainly complying or better*	90%				
No. of abatement notices	<2				0
No. of infringement notices	0				0
No. of enforcement notices	0				0
No. of convictions	0				0
No. of complaints per 1000 connections received about sewage odour	< 15	0	0.99 per 1000 (4 complaint)	0	4
No. of complaints per 1000 connections received about sewage systems faults	< 15	0.5 per 1000 (2 complaint)	1.49 per 1000 (6 complaint)	2	7
No. of complaints per 1000 connections received about sewage system blockages	< 15	8	11.55 per1000 (51 complaint)	8	51
No. of complaints per 1000 connections received about the response to issues with sewage	< 15	0	0	0	0
Proportion of urgent waste water service requests responded to within 6 hours of notification	95%	5/6 83%	-	5/6 (83%)	84% (52/62)

3.2 Waste water treatment plants

3.2.1. Capital and consents

Featherston waste water consent application

The consent application was lodged on 28 February 2017. Greater Wellington Regional Council (GWRC) has responded on the 19 April with an s92 request for information, which the council replied to at the start of June.

Further clarification around a range of matters has been sought with additional field data (in stream) now being collected to further consolidate Councils application case. It is not known when the application will be publicly notified but not expected before the end of August.

Staged improvements at Martinborough and Greytown WWTPs

Improvement works at the Martinborough site have commenced and the irrigator in place and related civil works underway. Full completion of this phase is not anticipated until October. The consent requirement is no later than November 2017.

The procurement of the Stage 1B improvements for the Greytown WWTP is continuing with two companies shortlisted from the ROI. The two companies are expected to deliver their Design/Build proposals in the first week of August.

New aerators have been installed at Greytown WWTP which will assist the treatment and further mitigate the odour complaints that occurred last year. The sludge bioremediation programme is planned to commence in July.

3.2.2. Operational

Featherston, Greytown, and Lake Ferry plants operated routinely during the period with no reported issues.

Martinborough had an equipment failure during the heavy rain event on the 14th July. The high level in the ponds exceeded the capacity and an overflow without UV disinfection occurred, breaching the consent conditions.

Normal operation would need an operator to remove a mechanical plug, however this failed, so the overflow occurred without operator intervention. WRC have been notified and an improved system is being developed.

3.2.3. Wastewater reticulation

There was 1 pipeline blockages reported during the period.

4. Storm water drainage

SERVICE LEVEL – Stormwater drains are well operated and maintained by the Council.

4.1 Key Performance Indicators

STORM WATER DRAINAGE KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
% of ratepayers and residents satisfied with stormwater drains	55%			NRB survey:	57%
% of urgent (any blockage causing extensive flooding of buildings or other serious flooding) requests for service responded to within 5 hours	95%	0	0	0	0
No. of flooding events	0	0	0	0	0
No. of habitable floors affected per flooding event per 1000 properties connected	0	0	0	0	0
No. of abatements notices	0				
No. of infringement notices	0				
No. of enforcement notices	0				
No. of convictions	0				
Median Response time to flooding events (Notification to personnel reaching site in hrs)	3	-	-	0	0
No. of complaints about stormwater per 1000 properties connected	0	0	0	0	0

5. Solid waste management

SERVICE LEVEL – Recycling stations are accessible and maintained. Refuse and recycling collection services are provided and waste minimisation actively promoted.

5.1 Key Performance Indicators

SOLID WASTE MANAGEMENT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Number of communities with recycling centres	6		6		
Volume of waste disposed out of district	Decreasing by 2.5%	Increase of 11% compared to May 2016	Current average month increased 26% on 2014	-	-
% of ratepayers and residents satisfied with the level of service	85%			NRB survey:	66%

5.2 Waste management

Routine services have been delivered successfully over the period. The recycling centres operated satisfactorily.

5.3 Kerbside and associated services (Combined Contract MDC, CDC and SWDC 2017-2022)

Tenders for the combined waste services contract closed on 29 March 2017 and further information may be available at the meeting.

6. Land transport

SERVICE LEVEL – Roads are maintained to ensure they are safe and comfortable to travel on. Footpaths can be safely used to get around town.

6.1 Key Performance Indicators

LAND TRANSPORT KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MAY	YTD	MAY	YTD
Using the RAMM measurement system, average smooth travel exposure on urban roads to be 85% and rural roads 95% with maximum variation of 5%	95%				
Ratepayers and residents fairly/very satisfied with the roads	80%			NRB Survey:	73%
5% of sealed roads are resealed each year subject to availability of NZTA subsidy	100%				
The pavement condition index as measured by the NZTA pavement integrity index	95%				
The number of crashes causing injuries is reduced	Group and control average				
The number of fatalities and serious injury crashes on the local road network	<7				
Ratepayers and residents are satisfied with footpaths in the district	70%			NRB Survey:	63%
Availability of footpaths on at least one side of the road down the whole street	88%				
Footpath Condition rating 95% compliant with SWDC AMP Standard	95%				
The % of customer service requests relating to roads and footpaths responded to within 48 hours	95%	24/39 (62%)	305/390 (78%)	39	390
Meet annual plan footpath targets	Yes				

6.2 Roading maintenance – Fulton Hogan

Heavy concentration on grading of unsealed roads has been carried out through July, commencing in August there will be the introduction of a tow behind roller on the rear of 1 grader.

Logging operations are being carried out on the unsealed sections of Haurangi, Dry River and Papatahi Roads. These operations are requiring additional inspections.

A rain event on 13/14 July had an effect on the network generally between Hinakura and Pirinoa with a number of road closes over a 12 to 18 hour period.

Fulton Hogan are currently assessing the damage in terms of flood damage costs and timelines to full reinstatement.

A large number of sealed pavement failures have been identified on Western Lake and Lake Ferry Roads and have been programmed for repairs.

A high coastal swell at Cape Palliser on 22 July caused more pavement damage to the road in the area of the Department of Conservation station.

6.3 Other activity

Whittaker Contracting are progressing on the bridge maintenance contract.

7. Amenities

The Amenities team is responsible for the management of council's parks, reserves and other amenities. The team looks after 12 parks, 31 reserves, 41 buildings, five sports facilities, four cemeteries, seven public toilets and 22 other properties. The Amenities Manager is the contract manager for the City Care parks and reserves contract, and also for the management of the libraries.

SERVICE LEVEL – Parks and reserves enhance the quality of life in our communities. Our playgrounds are safe and enjoyed by the community. Clean safe public swimming pools can be accessed in the District. Provision of some low cost housing for the elderly (or in line with Council policy) in each town. Well maintained hall facilities that are available for the public to book. Public toilets are convenient, clean and safe. There is a wide range of library stock including up to date material.

7.1 Key Performance Indicators

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS		INCIDENTS	
		MONTH	YTD	MONTH	YTD
Users satisfied with parks and reserves	90%			NRB Survey:	94%
Ratepayers and residents are satisfied with Council playgrounds	80%			NRB Survey:	82%
Council playground equipment that meets national standards	100%				
Council pools comply with NZ swimming pool water testing standards	100%				

AMENITIES KEY PERFORMANCE INDICATORS	TARGET 2016/17	COMPLAINTS	INCIDENTS
Ratepayers and residents satisfaction with Council swimming pools	67%		
Occupancy of pensioner housing	94%		Actual: 99.8%
Ratepayers and residents satisfied with town halls	76%		NRB Survey: 74%
Cycle strategy	Developed		
Ratepayers and residents satisfied with public toilet facilities	90%		NRB Survey: 85%
Taking programmes out into the community and providing a wide variety of programmes in the library	>3 per library		
% of ratepayers and residents satisfied with libraries	90%		NRB Survey: 91%

7.2 Parks and Reserves

7.2.1. Featherston

SWDC, and Featherston (as sister town to Messines), remembered the Battle of Messines during the week of 7-14 June 2017. The New Zealand Division saw action between 7 and 9 June, and while successful in capturing their objective, it was at the cost of 3700 casualties including 700 dead. In Featherston, the flag of Belgium was flown alongside the New Zealand flag, and a remembrance flag at the war memorial, library and Anzac Hall. These three flags also flew at the SWDC office during the week.



Work on car-parking areas around Card Reserve has been completed for 2016/17. The proposed car-park between the stadium and Underhill Road was not done, as measuring up showed we would gain very few car parks for a relatively high cost. Instead, the existing carpark around the stadium was repaired and line-marked, so there are now 25 car parks available there. Kerb and channel and a hard surface were put down on the Johnston St road reserve along the side of the rugby/athletic fields, and it is hoped to carry this right through past the swimming pool to the soccer fields in 2017/18.

Plans are being drawn up for a refresh of planting at the Featherston War Memorial, as many of the hebes and shrubs are past their best.

Year 7 and 8 students at St Theresa’s School have been undertaking a project for council in Barr-Brown reserve, to locate and recommend action on epiphytic plants growing in the native trees. These plants can become quite large, and have caused problems in other New Zealand native reserves as they can be dangerous if they fall on people. The students have been studying the nature of epiphytes, and have carried out a preliminary reconnaissance in the reserve. They will be reporting back on their findings, including whether any epiphytes are recommended for removal, and are also going to prepare signage about these plants for reserve users.



The extremely wet weather in July caused some problems, particularly on the Domain tracks, which needed tidying up, and also at the dog park where the entry areas became lakes – these have now been filled in.

7.2.2. Greytown

Arbor Day was celebrated in Greytown in early July with planting in several of the parks. Children from Greytown Early Years, Greytown School and **Greytown Kindergarten planted 45 native trees in O’Connor’s Bush; this was organised by the Friends of O’Connor’s Bush. The Friends of Sarah and Stella** organised the planting of a pear tree in Stella Bull Park by children from the Blue School, the tree being donated by Steve Meyrick of Pine Haven Orchard. The Wairarapa Times-Age donated a number of native trees to Council as part of the Trees That Count campaign, and the majority of these were planted a Greytown Cemetery by members of the Community Board and Tree Advisory Group. The trees were planted across the eastern boundary of the Catholic section, and will provide shade and beauty in this area in years to come.



The Community Board requested the removal of the chain across the **western entrance to O'Connor's Bush**, as **wheelchair/mobility scooter access** is needed. Planning is underway for a suitable arrangement to allow access for wheelchairs and mobility scooters that still prevents cars and motorbikes from getting into the Bush.

The wet July affected Greytown too, with officers formally closing the **Soldiers' Memorial Park playing fields for one** weekend to protect the surface. Fortunately Capital Football had decided to cancel all sport that weekend anyway. The Greytown dogpark entrance also required filling in to get rid of the slush and mud.

7.2.3. Martinborough

The planned winter planting for Considine/Centennial Parks has begun with the planting of two kowhai trees at the entrance to Centennial Park. The olive trees alongside the lime path through the two parks have been trimmed and lifted, resulting in the removal of four truckloads of clippings.

The wet weather impacted Martinborough Square, which became **Martinborough Lake for a day or so**, but **this doesn't seem to have damaged** the new grass. One tree in the Square collapsed and was removed.



Martinborough dog park took a battering both from the weather, and from its alternate use as a road during Gypsy Week early in July.

7.3 Urban berms and road reserves

Officers have been updating the "No-Spray Register", a record of properties where no use of chemical sprays on the footpaths and berms has been requested. This record is part of the parks and reserves contract with City Care, and needs updating as properties change hands and/or residents opt for an organic approach in their own gardens and don't want to risk over-spray. A form has now been developed and placed on the SWDC website so people can make the request to join the "No-Spray Register". To make it easier for the City Care staff, the properties on the register are marked with a green triangle on the footpath/kerb, and these have also been refreshed.

7.4 Playgrounds

At Featherston playground, the flying fox is out of action pending repairs to the timber on the tower and steps leading up to it. Work is also planned on the edging which holds the soft-fall bark for the flying fox, and to get some better fencing up between the playground and Birdwood Street. The old see-saws have been removed as they are just an accident waiting to happen, and replacements are under consideration.

At Martinborough, the dual swing is temporarily out of action because of unsafe soft-fall material and a damaged platform, but repairs are in progress.

7.5 Community housing

For the first time since 2012, we have vacancies in the Matthews Flats in Featherston. These flats, like the Burling Flats and Featherston stadium, were built with Dux Quest plumbing piping, one of the earliest plastic pipes

used for plumbing. As it ages, the pipe is prone to splitting, and we have already had several such events, with resulting leaks, in the Matthews Flats and the stadium. In those situations, we have only been able to replace the **affected sections of pipe. We're very conscious that the pipe is sitting there** like a ticking time bomb, so we are taking the vacancies as an opportunity to completely remove and replace all of the pipework, and do some much needed redecorating in two of the flats.

Westhaven flats in Greytown similarly have not had a vacancy since 2012, and one tenant has lived in her flat for 17 years. We took advantage of a brief absence by the tenant to get the kitchen, laundry and bathroom re-painted.



7.6 Cemeteries

At Greytown cemetery we have been having issues in several areas with people driving across the lawn plots, including across recent interments, and also vehicles parking on unmarked **graves in the paupers' and children's** area. Additional bollards and chains are to be placed in several areas, **including the complete enclosure of the paupers'/children's area. We have** also had a large number of temporary signs made up, and these are being placed in all three cemeteries in areas where we know we have problems with people driving on the grass/plots. We are also doing some tidying up of the Millennium Shelter in preparation for updating the directory of those interred.

The Greytown cemetery driveway has been tidied up, with the removal of the tree stumps on the southern side, and a start made on turning that area into car parking.



**PLEASE KEEP VEHICLES ON
THE DRIVEWAYS.
DO NOT
DRIVE ACROSS OR PARK
ON GRASS.**



The fence at Greytown cemetery is looking much better since it has been water-blasted. We will re-paint it in spring/summer, when weather improves.

7.6.1. Purchases of burial plots/niches 15 June 2017 to 26 July 2017

	Greytown	Featherston	Martinborough
Niche			
In-ground ashes Beam			1
Burial plot	1		2
Total			

7.4.2 Ashes interments/burials 15 June 2017 to 26 July 2017

	Greytown	Featherston	Martinborough
Burial	2	1	2
Ashes in-ground	2		
Ashes wall	2		
Total			

7.7 Pools

Between-season work continues behind the scenes, with the completion of painting inside the changing rooms at Martinborough pool. We are also looking to replace the castors on the pool cover trolley with some industrial strength ones, as the current light ones keep getting broken.

7.8 Property

7.8.1. Featherston

New photographs have been taken of the Anzac Hall for advertising as a conference venue, and will be used to update the website shortly.



7.8.2. Greytown

We have done some work in the Greytown Town Centre in the upstairs green room used by Civil Defence, coating the entire north wall with Resene Write-On Wall paint. This has turned the entire wall into a whiteboard (or more accurately, a light-greenboard) which will be useful for both civil defence and other users of the room. A black border will hopefully hide any residual dust and smudging from whiteboard pens. We are in the process of replacing one of the hand-driers in the public toilets, as the current one is only working intermittently. We are also reviewing the lighting in the WBS room, with a view to adding extra luminaires at the west end, and possibly replacing the recessed downlights in the ceiling on the south side of the room.

New photos were also taken of Greytown Town Centre, and will be added to the website.



7.8.3. Martinborough

The last two properties of those being sold as part of the Waihinga Centre funding are now in the process of sale. These are the 3.4Ha block on the corner of White Rock and Te Muna roads, and the 0.54Ha block on the corner of Lake Ferry and Pukio East roads.

7.9 Toilets

The new toilet at North Tora has been completed, and final preparations are under way for commencing the work on the new toilets at Ngawi. The frequency of cleaning and restocking the coastal toilets is under review due to the increased loading from tourists and campers.

7.10 Events

7.10.1. Featherston

Completed events:

The Time Travellers' Ball held Saturday, 24 June 2017 at the Anzac Hall



Future events:

7.10.2. Greytown

Completed events:

Apache Jacks Wairarapa Kids Cross Country held Sunday, 23 July 2017 at Soldiers Park Memorial

Future events:

7.10.3. Martinborough

Completed events: Nil

Future events: Nil

7.11 Libraries

Aaron Bell has joined the team at Martinborough library, replacing Janet McAllister who has gone to Masterton library. The recruitment for Janet's replacement also produced a number of new people willing to fill in as casuals, so there are new faces in all of the libraries.

Featherston library's July holiday programme included Maths is Fun and two paper craft projects, one of which involved the creation of paper moths for an art installation in the United States.

Martinborough library's Winter Warmers events included some interesting decoupage. All three libraries hosted the Travelling Tuataras Stories and Songs for the children towards the end of the holidays.

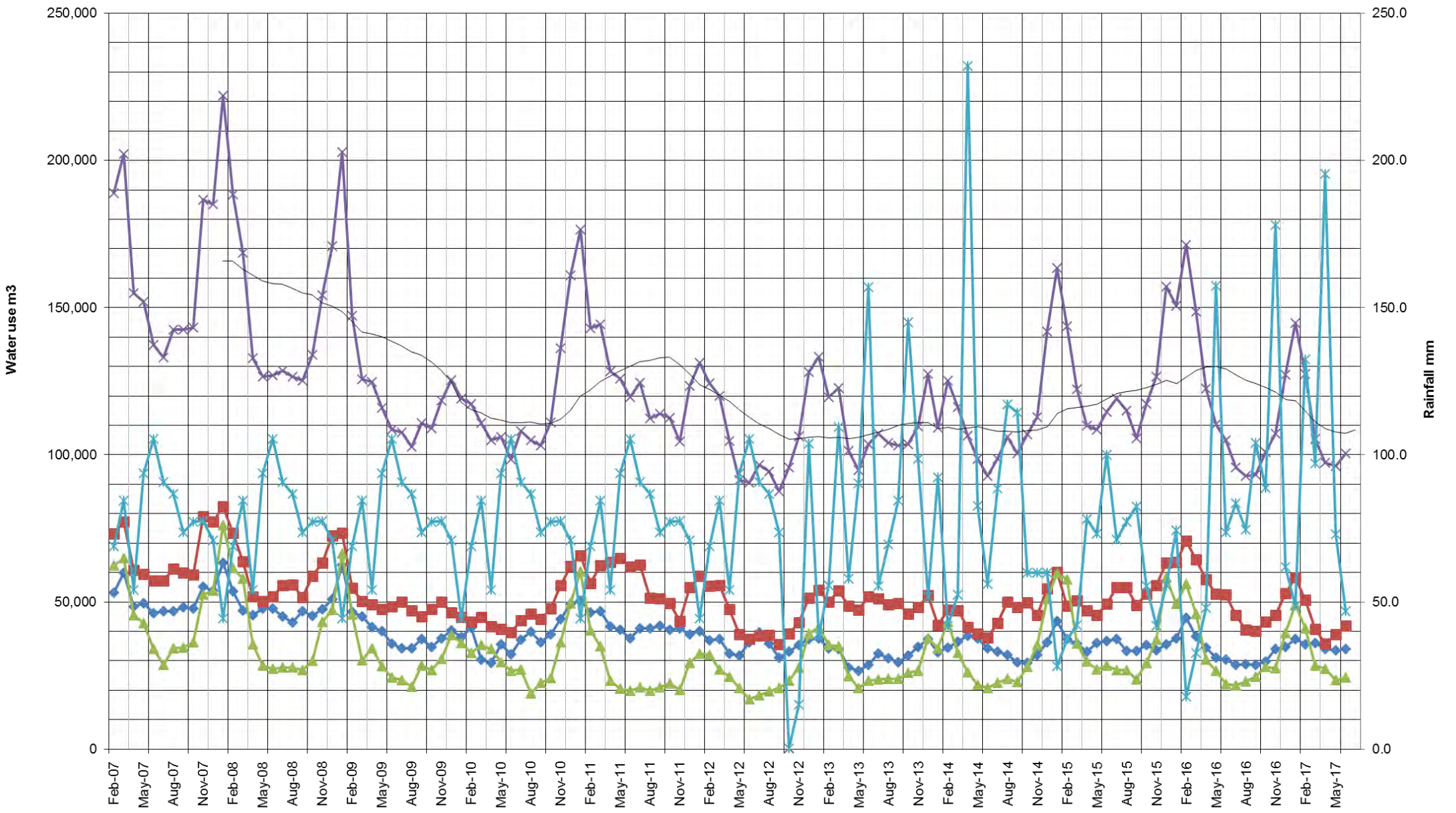
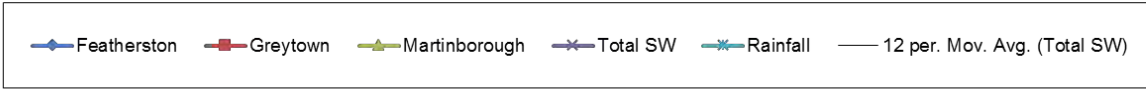
8. Appendices

- Appendix 1 Monthly water usage
- Appendix 2 Waste exported to Bonny Glen
- Appendix 3 Library statistics

Contact Officer: Mark Allingham, Group Manager Infrastructure and Services

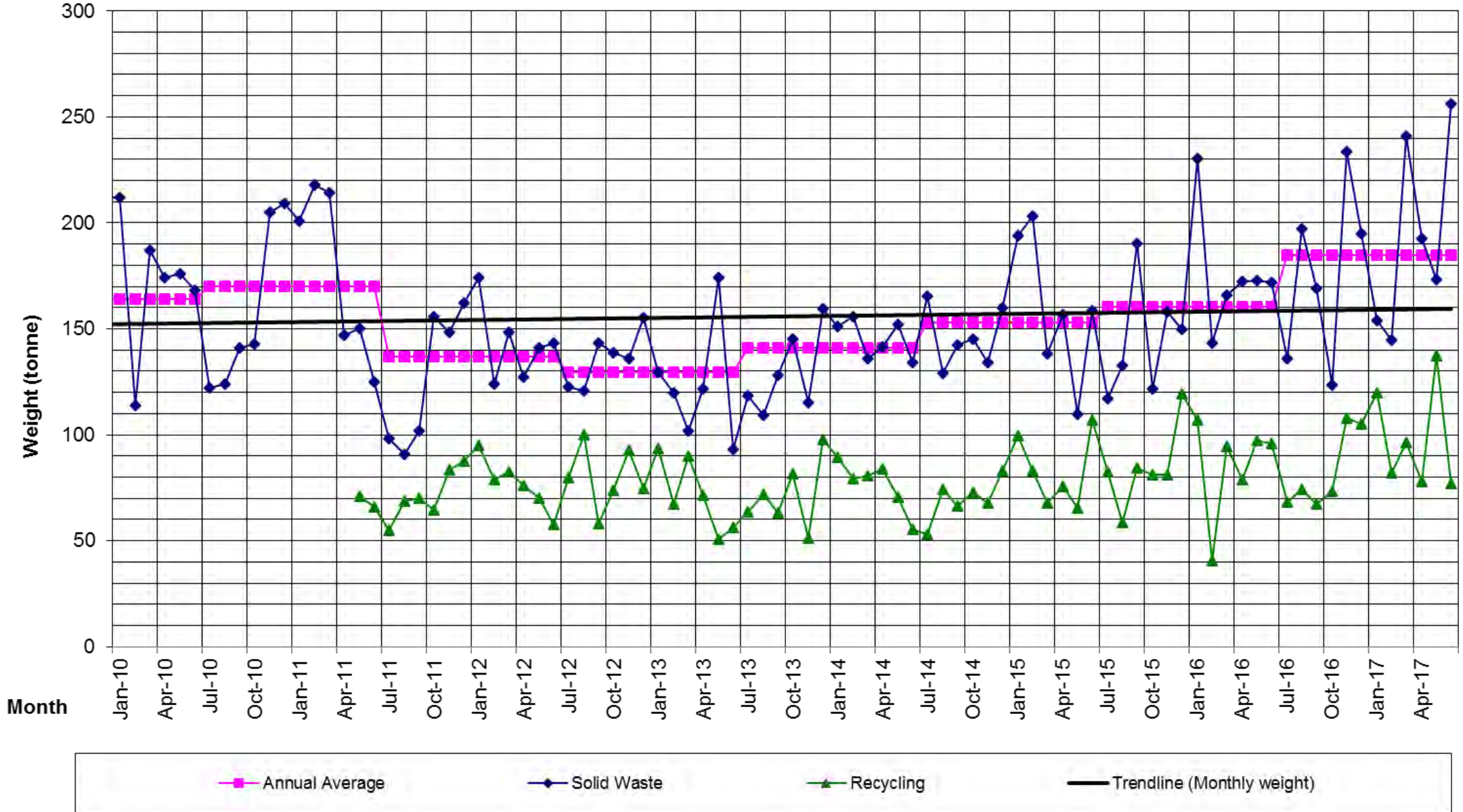
Appendix 1 - Monthly water usage

Water use South Wairarapa District Council



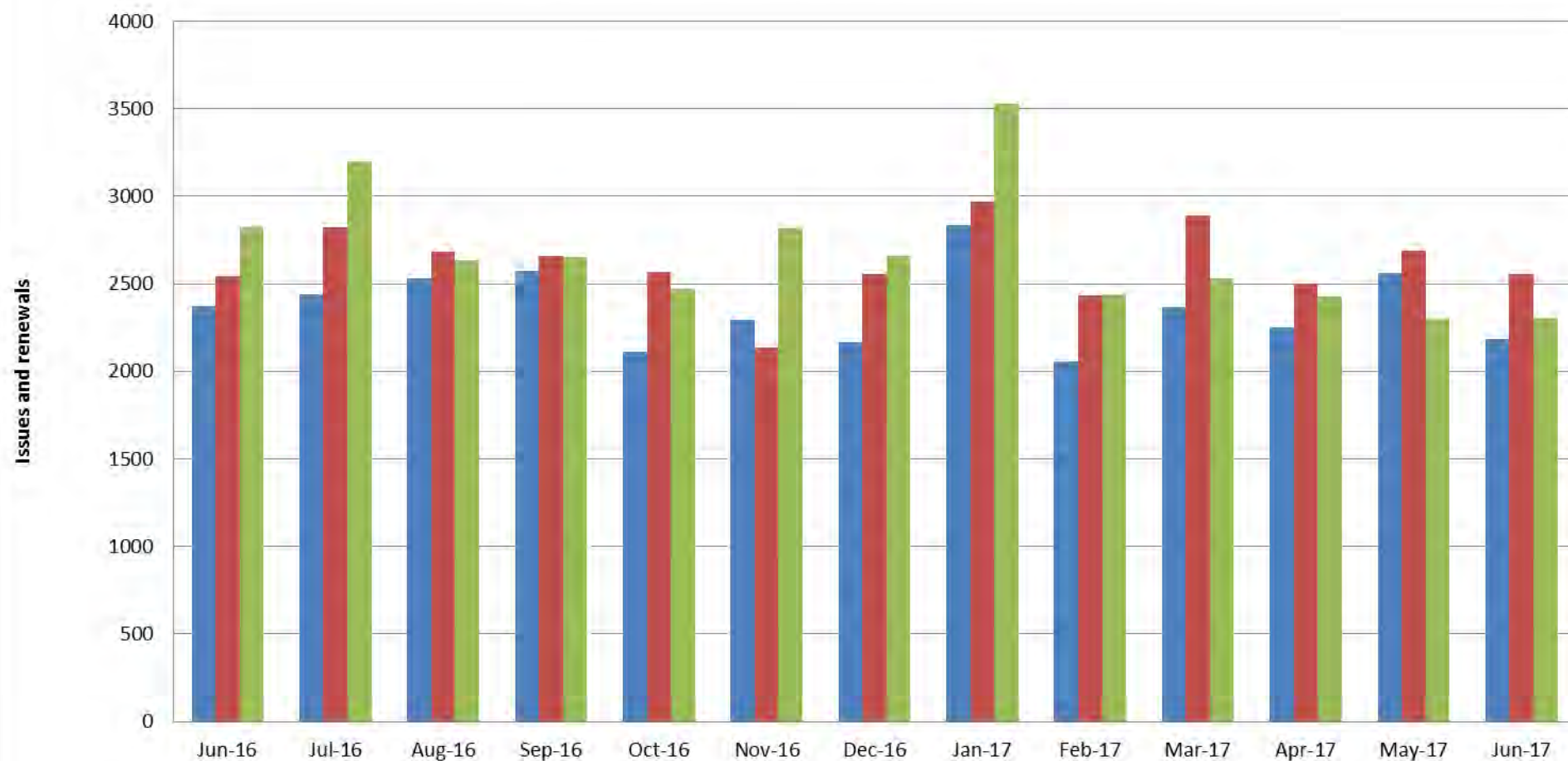
Appendix 2 -Waste exported to Bonny Glen

Monthly weight of waste transferred to Bonny Glen



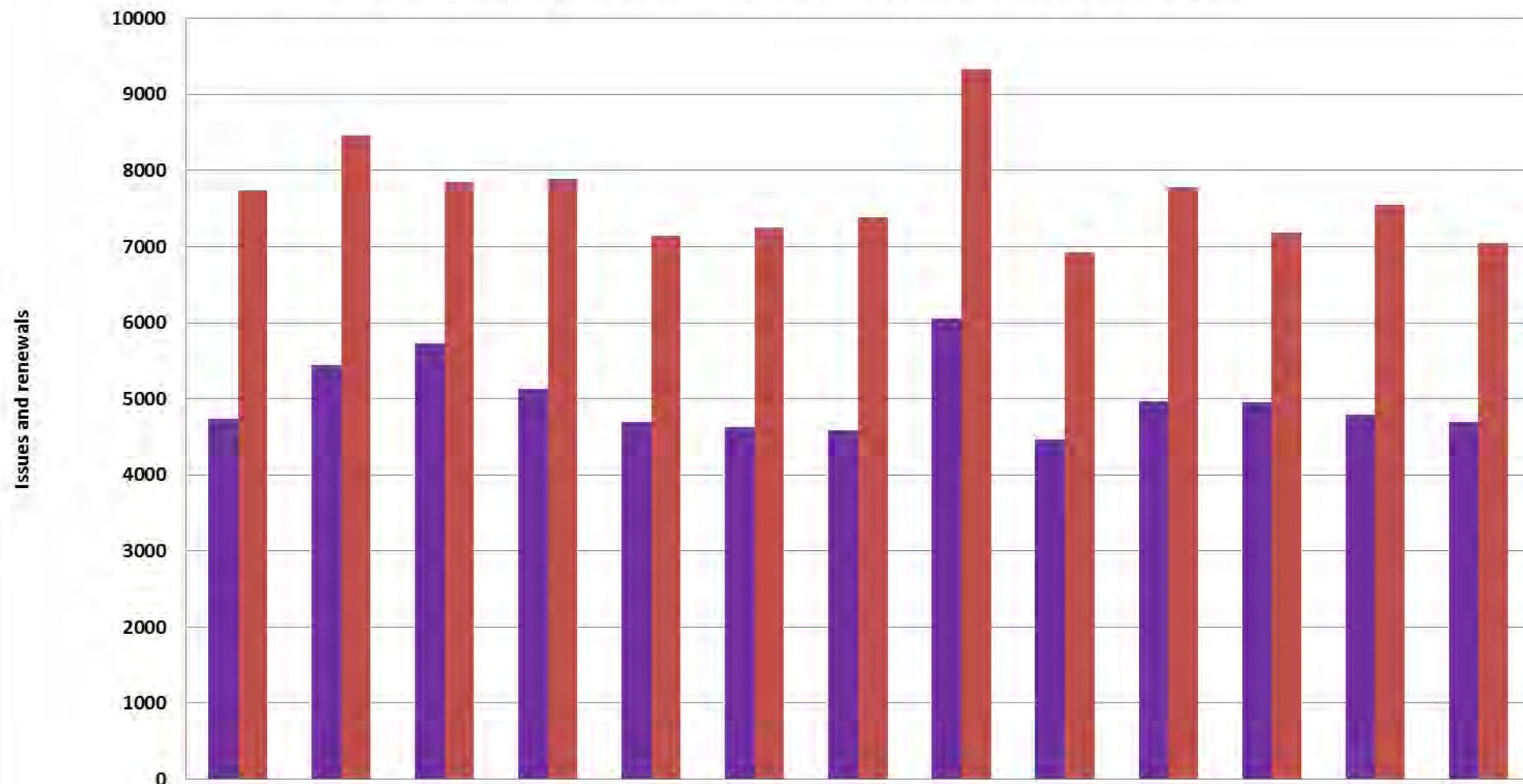
Appendix 3 – Library Statistics

South Wairarapa libraries - issues and renewals to June 2017



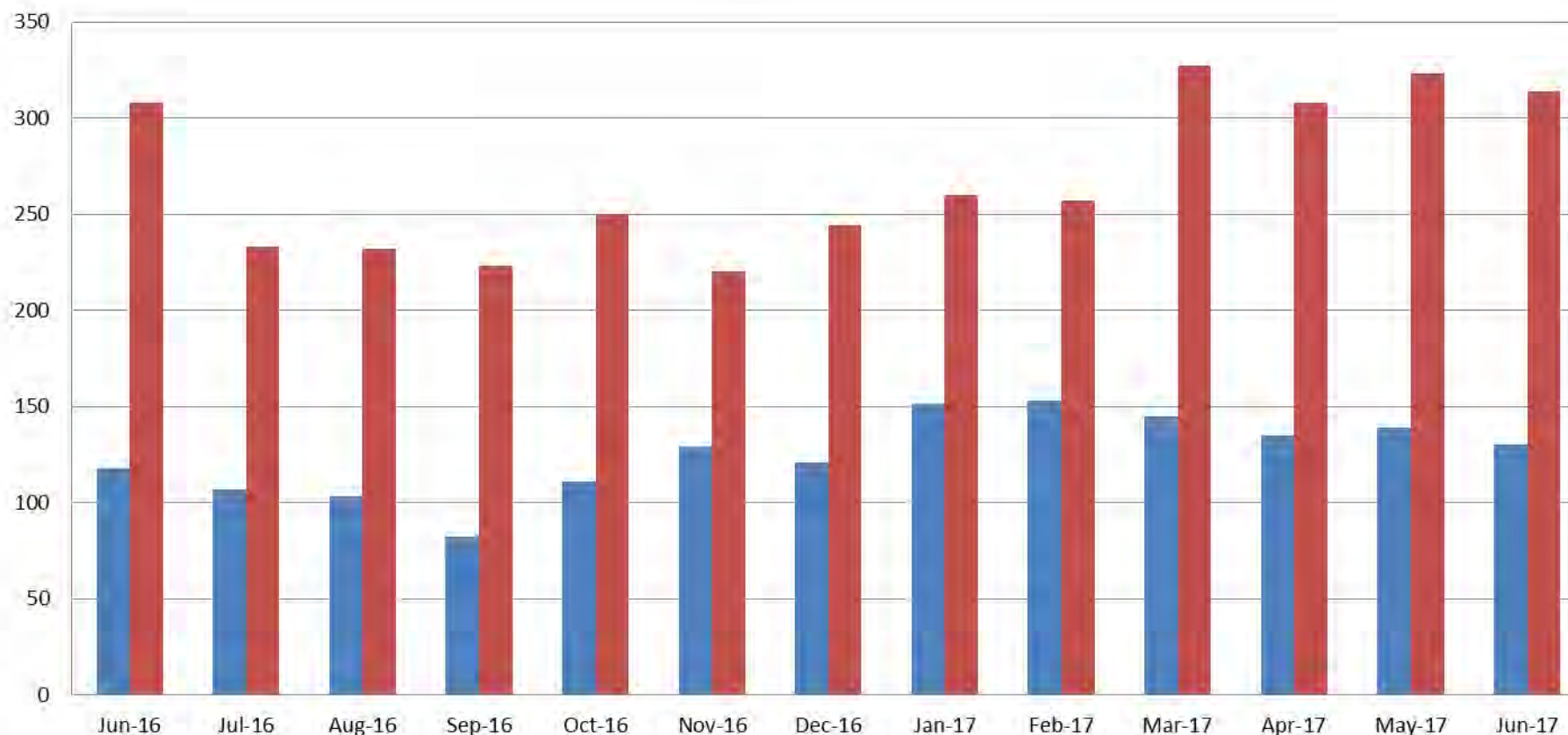
	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
■ Featherston	2375	2440	2533	2574	2113	2296	2167	2836	2057	2369	2254	2563	2186
■ Greytown	2543	2820	2684	2659	2567	2136	2556	2967	2432	2888	2503	2687	2558
■ Martinborough	2820	3197	2635	2654	2467	2819	2661	3526	2442	2529	2427	2302	2306

Wairarapa Library Service - issues and renewals to June 2017



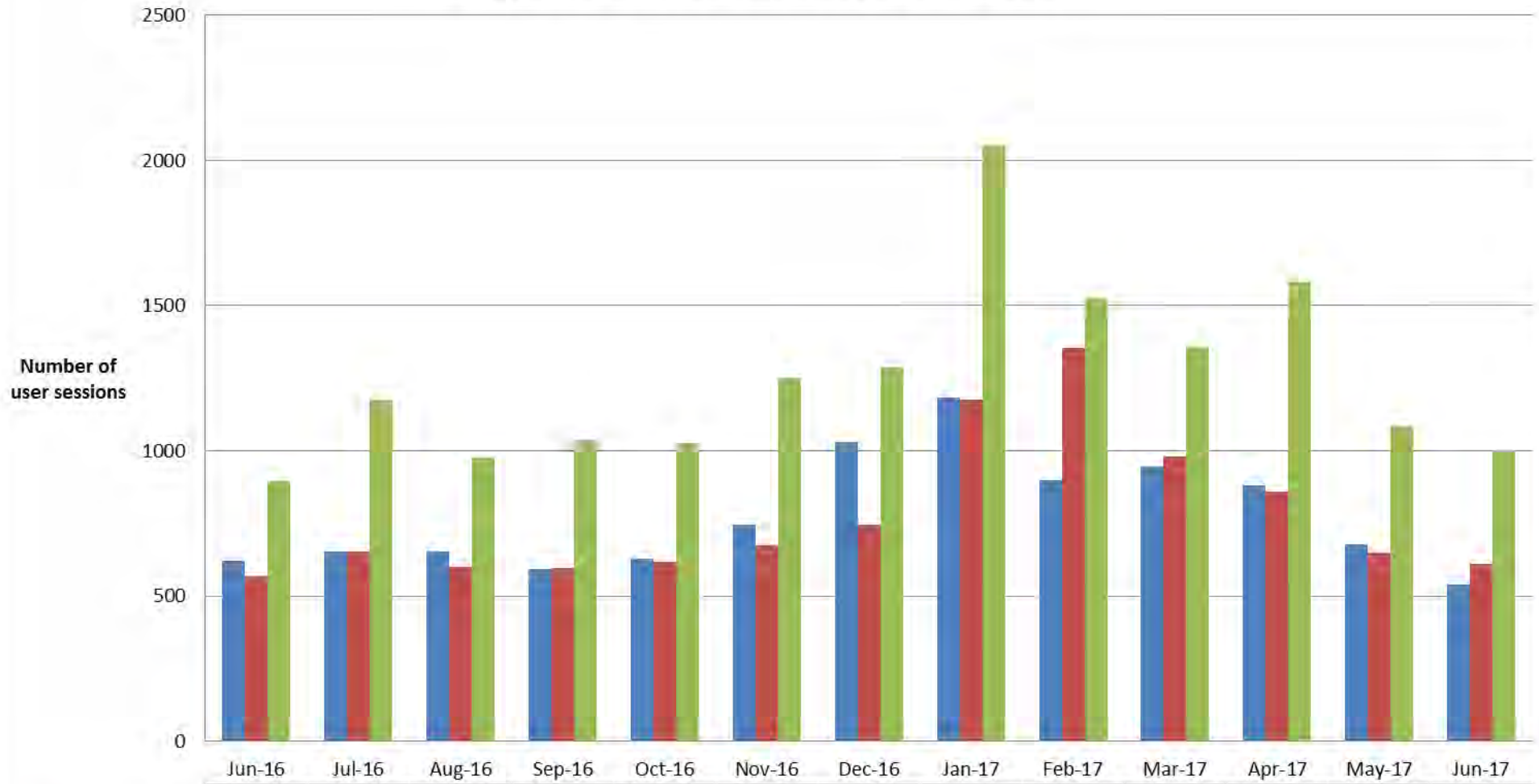
	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
Carterton	4730	5444	5733	5126	4698	4629	4586	6051	4468	4972	4951	4794	4694
South Wairarapa	7738	8457	7852	7887	7147	7251	7384	9329	6931	7786	7184	7552	7050

Wairarapa Library Service - audio and e-book issues to June 2017



	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
■ Audiobooks	118	107	103	82	111	129	121	151	153	145	135	139	130
■ E-books	308	233	232	223	250	220	244	260	257	327	308	323	314

APNK Wi-fi user sessions to June 2017



	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
■ Featherston	621	655	653	593	628	745	1030	1183	900	945	882	678	540
■ Greytown	567	653	599	597	617	675	745	1177	1354	979	861	650	610
■ Martinborough	894	1177	977	1036	1026	1251	1288	2050	1524	1356	1581	1085	1003

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.2

ACTION ITEMS REPORT

Purpose of Report

To present the Community Board with updates on actions and resolutions.

Recommendations

Officers recommend that the Community Board:

1. *Receive the Action Items Report.*

1. Executive Summary

Action items from recent meetings are presented to the Community Board for information. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

If the action has been completed between meetings it will be shown as 'actioned' for one meeting and then will be remain in a master register but no longer reported on.

2. Appendices

Appendix 1 - Action Items to 4 September 2017

Contact Officer: Suzanne Clark, Committee Secretary

Reviewed By: Paul Crimp, Chief Executive

Appendix 1 – Action Items to 4 September 2017

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
415	18-Jul-16	Action	Pam Colenso	Put together a proposal for displaying historic WWI photos, to include costs and timeframes, for the Martinborough Community Board to consider at the 29 August meeting	Open	30/1/17: To meet with Mate Higginson, visited Wairarapa Archives and Waiouru Museum.
503	29-Aug-16	Resolution	Mark	MCB RESOLVED (MCB 2016/65): 1. To receive the information. 2. To agree to the removal of pine trees as proposed in the report. 3. To request, as part of the next Pain Farm report, a report on the status of the other shelter belts and the likely work and future costs of maintaining the shelter belts over the next 10 years. (Moved Cornelissen/Seconded Read) Carried	Open	05/12 Report on status of remaining shelter belts requested for next Pain Farm report 19/1/17: Report for 30 Jan 17 meeting 6/7/17: Preliminary report to be tabled (not tabled) 24/4/17: Costs to be addressed in next quarterly report. 22/5/17 : Report being prepared for 29 may meeting 17/7/17: MCB requested the June report including information on the pine trees be presented in August
101	13-Mar-17	Resolution	Mark	MCB RESOLVED (MCB 2017/22): 1. To receive the Pain Farm Report for the period ending 7 December 2016. 2. That in consultation with the Martinborough Transfer Station operator and the current leasee of Pain Farm, to arrange for the boxthorn at the Transfer Station boundary fence to be sprayed. (Moved Cr Colenso/Seconded Cornelissen) Carried	Open	22/5/17: To be reported along with next quarterly Pain Farm Report
200	24-Apr-17	Resolution	MCB	MCB RESOLVED (MCB 2017/33): 1. To receive the Poppy Road Signs Project. 2. To take part-in and coordinate the Poppy Road Signs Project. (Moved Cr Maynard/Seconded Cornelissen) Carried	Open	
204	24-Apr-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/37): 1. To receive the Chairperson's Community Engagement Report. 2. To set aside \$200 to be used towards an engagement programme including:	Actioned	22/5/17: \$200 included in budget commitments

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				a. Developing and printing a feedback form for wide distribution in Martinborough and through the rural delivery system. b. Martinborough Star advertising (in addition to monthly column). 3. That Lisa Cornelissen develops the content and circulates to MCB members for approval. (Moved Cr Maynard/Secoded Beattie) Carried		
207	24-Apr-17	Action	Jennie	Deduct community board conference costs of \$726.09 and \$205.21 from the \$2,000 conference commitment	Actioned	
208	24-Apr-17	Action	Lisa Cornelissen	Add beautification and street art to a future workshop agenda	Actioned	
209	24-Apr-17	Action	Maree Roy	Write to Gareth Winter and the Martinborough Museum to ascertain interest in assisting with the Poppy Road Signs Project and whether they could assist in providing the needed information	Open	29/5/17: Research under way, considering Jellico, Kitchener, Robert and French Streets.
211	24-Apr-17	Action	Paul	Write to the South Wairarapa Rotary Club and ask that they remove their flags and put the Martinborough Community Board flags up in their place	Actioned	
212	24-Apr-17	Action	Lisa Cornelissen	Further investigate options and associated costs for community board communications and advertising	Actioned	
213	24-Apr-17	Action	Paul	Provide a report on Health and Safety requirements to enable use of volunteers on SWDC land to achieve community goals	Open	
215	24-Apr-17	Action	Lisa Cornelissen	Initiate a discussion with the Martinborough Lions and the Martinborough Mens Shed about their members being part of a volunteer pool for the Martinborough community and mentoring youth volunteers	Open	
279	29-May-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/44): 1. To receive the Beautiful Towns and Cities Awards Report. (Moved Read/Secoded Beattie) Carried 2. To coordinate a nomination for the 2017/2018 Beautiful Towns and Cities Awards and to consider this further in a workshop and the March 2018 Community	Open	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				Board meeting. (Moved Beattie/Seconded Cr Maynard) Carried		
281	29-May-17	Resolution	Mark	MCB RESOLVED (MCB 2017/46): 1. To receive the Inflatable Slide and Other Options Report. (Moved Cr Maynard/Seconded Beattie) Carried 2. That a valuation on the inflatable slide be obtained. 3. To agree to the sale of the inflatable slide, following receipt of a valuation, to a pool operator with suitable depth provided that Greytown Community Board are offered the slide first. 4. To agree to the purchase of the Aztec and two Octonuts subject to approval by the Martinborough Community Board should additional funds be required. (Moved Read/Seconded Cr Maynard) Carried	Open	16/08/17 No basis for valuation, but through discussions with supplier and pool contractor, we have received an offer to purchase from another council. GCB given the first option to purchase, as Greytown Pool has sufficient depth - GCB seeking community response (overwhelmingly favourable to date) and sponsorship in order to purchase.
284	29-May-17	Resolution	Lisa Cornelissen	MCB RESOLVED (MCB 2017/49): 1. To progress the Chorus Cabinet Art and Martinborough footpath walk around inspection in a workshop. 2. That Mrs Beattie would approach someone in the youth community about representation on the Considine Park Committee. (Moved Read/Seconded Roy) Carried	Open	
286	29-May-17	Action	Mark	Advise members by email why tenders for the lease of Pain Farm are not expected until September 2017 when the current lease runs out on the 30 May 2017	Actioned	Completed 14/08
287	29-May-17	Action	Mark	Investigate and repair the footpath curb outside of Martinborough School as it is a safety hazard	Actioned	
343	17-Jul-17	Resolution	Paul	MCB RESOLVED (MCB 2017/54) that the wording of number 3 of resolution MCB2017/45 be corrected from: 'To grant the Martinborough Homework and Breakfast Club \$645 towards the costs associated with continuing to provide a free breakfast for children in need'; to 'To grant the Martinborough Homework and Breakfast Club \$645 towards the costs associated with continuing to provide a free breakfast and activities for children in	Actioned	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
				need' (Moved Read/Seconded Cr Maynard) Carried		
346	17-Jul-17	Resolution	Paul	MCB RESOLVED (MCB 2017/57): 1. To receive the Request for Change to Street Names/Numbering Report. (Moved Beattie/Seconded Cr Maynard) Carried 2. That emergency services are written to again requesting feedback on any concerns they have in locating addresses either at New York Street West or Dublin Street West, noting that the Community Board doesn't want to make a decision without their input. (Moved Read/Seconded Cr Colenso) Carried	Actioned	Completed 28 July 17
348	17-Jul-17	Resolution	Mark	MCB RESOLVED (MCB 2017/59): 1. To receive the Community Groups Use of and Access to Council Parks and Reserves Policy Review Report. 2. To approve Policy E502: Community Groups Use of and Access to Council Parks and Reserves including incorporating Terms and Conditions of use subject to a review of paragraph 2.1 and 5.2 in the Terms and Conditions.	Actioned	16/08 Revised paper to August Community Board meetings
352	17-Jul-17	Resolution	Mark	MCB RESOLVED (MCB 2017/63): 1. To appoint Cr Pam Colenso, Christine Webley, Max Stevens and representatives from the Martinborough Holiday Park, South Wairarapa Pony Club. Martinborough School and Council's Amenities department be appointed to the Considine Park Committee. (Moved Read/Seconded Roy) Carried	Open	Noted. Amenities Manager drafting Terms of Reference for the group
355	17-Jul-17	Action	Murray	Determine why the Cedrus deodara (hedge) by the Martinborough Swimming Pool were originally protected (Ts092) with a view to removing their protected status and advise the MCB	Actioned	The information on listed trees has been reviewed. There is no specific information on why the hedge was listed. However its assessment score was 120 as against the listing score of 100, so it was quite valued under the STEM analysis.

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
356	17-Jul-17	Action	Lisa Cornelissen	Email previous members of the disbanded Martinborough Tree Committee information about the notable trees register of the Combined District Plan review, requesting information about trees already in the register and asking them to provide input to the consultation	Actioned	
357	17-Jul-17	Action	Mark	Provide a comprehensive report outlining what Council did to handle the Martinborough flooding and road closures, what went well, what could be improved and where road closure information can be located by the community	Open	
358	17-Jul-17	Action	Mark	Provide a report outlining a solution to vandalism of fairy lights including use of different connections, a different way to hang them, or a different light solution	Open	
359	17-Jul-17	Action	Mark	Review and clarify wording of 2.1 as 'planned gatherings of 10 or more people' appears very restrictive and appears to indicate many casual users of parks and uses of parks as temporary carparks would need to submit an application	Open	Relates to the Community Use of and Access to Council Parks Policy
360	17-Jul-17	Action	Mark	Review and clarify wording of 5.2 as some events do appear to have exclusive rights to the use of parks and reserves (i.e. Martinborough Fair)	Open	Relates to the Community Use of and Access to Council Parks Policy
361	17-Jul-17	Action	Jennie	Ensure the amount granted to Martinborough School is \$780 not \$980 as shown in the commitment	Actioned	
362	17-Jul-17	Action	Jennie	Release the commitment for the Martinborough Pool Summer Access Programme	Open	
363	17-Jul-17	Action	Jennie	Carry forward the WWI Commemoration commitment of \$1,000 to the 17/18 year	Open	
364	17-Jul-17	Action	Jennie	Investigate the Martinborough JAB Rugby commitment of \$1,150 as funds were not granted by the MCB to the Club	Actioned	Only \$1k paid, will be corrected for August
365	17-Jul-17	Action	Lisa Cornelissen	Obtain costs for printing a one-page or half-page advert in the Martinborough Star	Actioned	
366	17-Jul-17	Action	Lisa Cornelissen	Add 'footpaths' as the third priority area for community engagement	Actioned	

Ref #	Date	Action Type	Responsible Manager	Action or Task details	Status	Notes
367	17-Jul-17	Action	Vicky Read	Progress the Martinborough cycle stand project with Council's Amenities Manager	Open	
368	17-Jul-17	Action	Cr Colenso	Determine who owns the Martinborough bus shelter, whether there are plans to replace it and whose permission is needed in order for the Community Board to paint it	Open	
369	17-Jul-17	Action	MCB	Provide a list of the top 10 footpath repairs/new footpaths to the chair so a top 15 list can be compiled	Open	
370	17-Jul-17	Action	Mark	Prepare a report outlining what was submitted to NZTA in the way of recommendations by SWDC as a result of the consultants speed limit review report and identify alternative ways forward to address cycle safety, including use of signs, cycle paths, road widening etc, and attend the August meeting to discuss with members	Open	
371	17-Jul-17	Action	Lisa Cornelissen	Collate member concerns regarding cycle safety and forward to Council officers	Actioned	
372	17-Jul-17	Action	Paul	Write to Denise Evans, Dave Shepherd and Pip Goodwin thanking them for their correspondence and advise the MCB would be looking to identify a strategy within limited funds	Actioned	
373	17-Jul-17	Action	Jennie	Increase the MCB engagement commitment from \$200 to \$500 and carry forward this commitment to the 17/18 year	Open	
374	17-Jul-17	Action	Mark	Add to the first Considine Park Committee agenda remedying the untidy arena area	Open	

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.3

INCOME AND EXPENDITURE STATEMENTS

Purpose of Report

To present the Community Board with the most recent Income and Expenditure Statement for the 16/17 year.

Recommendations

Officers recommend that the Community Board:

1. *Receive the draft Income and Expenditure Statement for the period 1 July 2016 – 30 June 2017.*
2. *Receive the Income and Expenditure Statement for the period 1 July 2017 – 31 July 2017.*

1. Executive Summary

The draft Income and Expenditure Statement for 1 July 2016 – 30 June 2017 is included in Appendix 1 and the Income and Expenditure Statement for 1 July 2017-31 July 2017 is in Appendix 2. The Chair may ask the Chief Executive for comment and all members may ask the Chief Executive for clarification and information through the Chair.

2. Appendices

Appendix 1 - Draft Income and Expenditure Statement for 1 July 2016 – 30 June 2017

Appendix 2 - Income and Expenditure Statement for 1 July 2017 – 31 July 2017

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

**Appendix 1 - Draft Income
and Expenditure Statement
for 1 July 2016 – 30 June
2017**

Martinborough Community Board		
Income & Expenditure For the year ended 30 June 2017		
<u>INCOME</u>		
Balance 1 July 2016		6,278.65
Annual Plan 2016/17		31,678.00
TOTAL INCOME		37,956.65
<u>EXPENDITURE</u>		
Members' Salaries		14,477.82
Total Personnel Costs		14,477.82
AP R D & W J Nisbe MCB brass plaques x 2		63.48
AP Ms V H Read Eco Conf 2016-reimbursement		391.30
AP Cotter & Steven Fairy light repairs Mbo Square		208.48
AP Local Governmen Annl Com Brd's levy Fsn,Gtn,Mbo		166.67
AP OfficeMax New Z Stationery		5.62
AP Printcraft Business cards 250 x 19 names		123.00
AP NZ Community Bo NZCBC conference F Beattie		726.09
AP House of Travel Community Board Conference Wn-Ch-Wn M		205.21
AP Methven Resort Community Board Conf May 17- F Beattie		252.18
Kids Pool Access Prog 2016/17		145.21
Total General Expenses		2,287.24
AP Greytown Scout MCB Grant-jamboree		250.00
AP Prizes - Turf Turning expenses		100.80
AP Citizens Advice Running Bureau grant 2016		350.00
AP Hooping-Turf Turning		475.00
AP Assist with repairs main switchboard		1,540.00
AP Pain & Kershaw Turf turning-sausages etc		120.95
AP MCB Grant-Ski trip 2017 (Guy Fawkes fund		752.00
AP Flagz Limited Repl damaged flags Mbo		1,783.75
AP Traffic Safe Ne NZTA approval site TMP & CAR Mbo parade		250.00
AP On behalf of Coops-Hoops to Waihinga C T		75.00
AP Traffic Safe Ne Mbo annual christmas parade		512.00
AP Martinborough S MCB grant - assist cost of uniforms/equi		2,000.00
AP Traffic Safe Ne Credit on inv 4043 & 3845 (xmas parade)		-112.00
AP Martinborough J MCB grant-new cricket gear bag,balls,gri		794.00
AP Martinborough J MCB grant-turf fee hire for practices		700.00
AP Martinborough H MCB grant-free breakfast for children in		645.00
AP Music in Martin MCB grant-classical music festival Sept		1,000.00
AP Wairarapa Mathe MCB grant-annual maths week		200.00
AP SPCA Wairarapa Grant - inspectorate service Wairarapa		400.00
AP Martinborough S Balls and uniforms MCB grant 2017		780.00
AP Martinborough J MCB Grant senior teams to away fixtures		1,000.00
Total Grants		13,616.50
TOTAL EXPENDITURE		30,381.56
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE		7,575.09
BALANCE TO CARRY FORWARD		7,575.09

Appendix 2 - Income and Expenditure Statement for 1 July 2017 – 31 July 2017

Martinborough Community Board		
Income & Expenditure to 31 July 2017		
	<u>INCOME</u>	
	Balance 1 July 2017	7,575.09
	Annual Plan 2017/18	26,868.00
	TOTAL INCOME	34,443.09
	<u>EXPENDITURE</u>	
	Members' Salaries	1,287.50
	Total Personnel Costs	1,287.50
	Total General Expenses	-
1/07/2017	AP Citizens Advice MCB grant - general running of bureau	350.00
	Total Grants	350.00
	TOTAL EXPENDITURE	1,637.50
	ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	32,805.59
	<u>LESS: COMMITMENTS</u>	
	Salaries to 30 June 2018	14,626.50
	Flag Hanging	600.00
	WWI Commemorations	1,000.00
	Engagement programme	500.00
	Martinborough Netball Club	950.00
	Total Commitments	17,676.50
	BALANCE TO CARRY FORWARD	15,129.09

Martinborough Beautification budget	
Budget	
2013/2014	10,300.00
2014/2015	10,000.00
2015/2016	10,220.00
2016/2017	10,460.00
2017/2018	10,710.00
Total Budget	51,690.00
16/17 expenditure	
15/16 expenditure	
14/15 expenditure	
13/14 expenditure	
Total Expenditure	0.00
ACTUAL NET SURPLUS/(DEFICIT) YEAR TO DATE	51,690.00
LESS: COMMITMENTS	
Committed to Waihinga Centre	30,000.00
Total Commitments	30,000.00
BALANCE TO CARRY FORWARD	21,690.00

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.4

REVIEW OF POLICY E502: COMMUNITY GROUPS USE OF AND ACCESS TO COUNCIL PARKS AND RESERVES

Purpose of Report

To inform Community Boards of the proposed changes to Policy 502: Community Groups Use of and Access to Council Parks and Reserves, as amended after the July 2017 community board meetings.

Recommendations

Officers recommend that the Community Board:

1. *receives the information; and*
2. *approves the amendments to Policy E502: Community Groups Use of and Access to Council Parks and Reserves including incorporating Terms and Conditions of use.*

1. Executive Summary

The policy E502 Community Groups Use of and Access to Council Parks and Reserves was due for review in May 2017. This policy is on the list of policies that require community board review before being approved by Council. Minor changes have been made to the policy, including changes recommended in the July 2017 community board meetings. We seek feedback from community boards before forwarding to Council for their approval.

2. Background

The policy E502 Community Groups Use of and Access to Council Parks and Reserves was due for review in May 2017.

The policy has been reviewed and only minor changes have been made:

- One grammatical change in clause 3.3.1, along with a change from the word "wishing" to the word "seeking".

- An update to the Health & Safety legislation to reflect the 2015 Act.
- Changes to the review dates.
- Rewording of paragraphs 2.1 and 5.2 of the Terms and Conditions of Use for clarification.

Any changes made are shown as tracked changes on the attached document, with the changes presented to the July meetings in blue, and subsequent changes in red.

3. Discussion

3.1 Specific conditions for events

Paragraph 6, a table showing the major parks and reserves and any specific conditions applying to them, was inadvertently omitted from the previous paper, and has been circulated to the boards by email.

3.2 Other proposed changes

Greytown Community Board requested two further proposed changes.

3.2.1. Inclusion of a clause with specific conditions for events

This has been dealt with through the inclusion of the table in paragraph 6. GCB gave as examples were weddings, and Balloons Over Wairarapa. The terms and conditions are not intended to be event specific, and the table in paragraph 6 covers the standard range of activities associated with events. Outside of this, activities and events are considered by officers on a case-by-case basis.

3.2.2. Inclusion of a provision for dogs

Dogs are provided for under the Control of Dogs Bylaw 2013. The table in paragraph 6 of the Terms and Conditions clarifies the bylaw requirements for each specified park.

4. Appendices

Appendix 1 – E502 Community Groups Use of, and Access to, Council Parks and Reserves, Policy

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

**Appendix 1 – E502
Community Groups Use of,
and Access to, Council Parks
and Reserves, Policy**

PROPERTY

Community Groups Use of, and Access to, Council Parks and Reserves, Policy

1. RATIONALE:

- 1.1 Community groups, sports clubs and individuals may from time to time seek access to Council-owned and managed reserves and parks. This may be on an on-going, usually seasonal, basis (e.g. sporting fixtures), or an event basis (e.g. one-off sporting events, fairs, festivals, weddings). In some circumstances groups or clubs may have, or may seek to have, buildings or other structures located on parks or reserves.
- 1.2 This policy sets out a basis and terms for such access and use that meets the needs, obligations and responsibilities of both the users and the Council.

2. PURPOSE:

- 2.1 To establish a policy for community, sporting, commercial and event usage of Council-owned parks and reserves.

3. REQUIREMENTS

3.1 On-Going Use

- 3.1.1 Sports clubs and other community groups [seeking/wishing](#) to use Council parks and reserves for recreational purposes, for a long term such as for a season must make an application to the Council each year, two calendar months before the official start of the season.
- 3.1.2 The application is to be made on the attached form (Appendix 1) and must provide a minimum of the following information:
 - name of club or group;
 - two contact names with addresses and telephone numbers;
 - dates or period the use is to cover;
 - proposed times of use;
 - number of persons involved and/or teams;

- purpose or activity planned;
 - any special requirements of the activity for the area concerned e.g. line marking, supply of rubbish bins.
- 3.1.3 The Council will assess the application and set out in writing any conditions to be imposed and any fee that is payable upon approval being given. In certain circumstances verbal approval can be given.
- 3.1.4 Fees generally will not be waived other than in an exceptional case which will require the specific approval of the Chief Executive Officer, though small group use, such as for a day, may not incur a fee.
- 3.1.5 A damage bond may be required, and will be refunded in part or in full following a condition inspection.
- 3.1.6 If a park or reserve has a reserve management plan, the conditions of the plan must be complied with by users at all times.

3.2 Event Use

- 3.2.1 An organisation or individual wishing to hold an event on a Council park or reserve must make a written application to Council in advance of the event using the Event Application Form.
- 3.2.3 The Council will assess the application and set out in writing any conditions to be imposed and any fee that is payable upon approval being given.
- 3.2.3 Fees generally will not be waived other than in an exceptional case which will require the specific approval of the Chief Executive Officer, though minor use, such as for a day, may not incur a fee.
- 3.2.4 A damage bond may be required, and will be refunded in part or in full following a condition inspection.
- 3.2.5 If a park or reserve has a reserve management plan, the conditions of the plan must be complied with by users at all times.

3.3 Licence to Occupy

- 3.3.1 In certain situations community groups and societies may seek to have long-term use of part of a park or reserve where they have, or wish to have, a club house, community hall or like building or facility which is owned by them.
- 3.3.2 Occupancy of such land is at the sole discretion of the Council and is required to be supported by a Licence to Occupy. Such a licence may be exclusive or non-exclusive, at the discretion of the Council. The costs of the preparation of the licence, and any variations or renewals will be borne by the licensee if it is a commercial or for-profit entity, and by the Council if it is a local community organisation.
- 3.3.3 While a Licence to Occupy is negotiated between the parties, the Council will have certain minimum requirements that are not negotiable.

- 3.3.4 The Council will charge a fee, or rental, usually a relatively nominal amount payable annually, that recognises **a group's** exclusive use of part of a public amenity.
- 3.3.5 Such fees or charges will not be waived, remitted or specifically subsidised from any other Council financial sources or budgets.
- 3.3.6 Groups or societies entering into such Licences to Occupy will be required to comply with all Council regulations and bylaws and with all relevant government legislation in particular, the Local Government Act 2002 and 1974, Health and Safety at Work Act 2015 and Reserves Act 1977.
- 3.3.7 A sporting club having a Licence to Occupy for a club building on a Council park or reserve is still required to make an annual application for the use of the relevant sports ground and to pay an appropriate fee to be set by **the Council's** Amenities Department in addition to the annual Licence to Occupy fee.
- 3.3.8 Clubs or groups seeking to use a Council-owned building or facility on a park or reserve must enter into a rental agreement with the Council. Such an agreement will broadly follow and be structured along the same lines as a Licence to Occupy.

3.4 Disputes.

- 3.4.1 In the event of a dispute between the Council and a user group or organisation that is not covered by a provision contained in a legal agreement, the decision of the Council shall be final with no recourse to appeal.
- 3.4.2 The use of, and access to, Council reserves and parks is a privilege **and the interests of the District's** ratepayers is a determining factor **in all of the Council's** decision making processes.

Terms and Conditions for Events in Parks and Reserves

1. Application of existing policies and plans

- 1.1 The Community Groups Use of, and Access to, Council Parks and Reserves Policy applies.
- 1.2 The requirements of any Reserves Management Plan in force for the park or reserve will apply.
- 1.3 South Wairarapa District Council encourages the use of parks and reserves for events, but does have a responsibility to maintain the parks for future generations. The Council reserves the right to deny approval for activities which may put facilities and structures at risk of damage or destruction.

2. Bookings

- 2.1 ~~Publicised~~~~anned~~ gatherings of ~~10~~20 or more people in a park or reserve require a booking to be made on the Event Application Form. The booking will be confirmed once the Event Application Form has been signed off and any applicable fees paid.
- 2.2 The Event Organiser shall be responsible for obtaining all permits, consents, approvals and licenses required for the event – the Event Application Form is the checklist for ensuring the Event Organiser is aware of all potential requirements.
- 2.3 A key may be required to access some parts or facilities. Council staff will advise when the key may be collected, and where from, and where it is to be returned to. Keys must be returned as soon as possible after the event.
- 2.4 Event approval applies to the approved allocated area as indicated on the Event Application form and as instructed by Council officers for the specified date/s only.
- 2.5 The Event Organiser shall not assign or transfer their approved event booking to any other person without the prior written approval of Council.

3. Cancellations

- 3.1 Cancellation or postponement of an event must be advised to Council as soon as possible.
- 3.2 Should any of these Terms and Conditions, and any additional conditions made as part of Event Approval not be met or adhered to, Council may withdraw approval at any time, and any future applications for park use may be denied.

4. Damage bonds

- 4.1 A bond may be required at the time of booking to cover potential costs of repairing any damage and undertaking any clean-up work (if the area is not left in the way it was found).
- 4.2 The bond amount will depend on the area used and the scale of activities undertaken. Bonds will be refunded if the park is returned to its original condition at the end of the event and conditions have been complied with. Council reserves the right to deduct any costs it incurs as a result of the event from any bonds held.

5. General Conditions

- 5.1 Emergency and public access ways must be kept clear at all times.
- 5.2 Activities must not restrict general public access and enjoyment of the park/reserve. Event bookings do not grant generally exclusive rights to the use of the park/reserve, although exceptions are made for major public events (eg Martinborough Fair and similar). ~~and n~~No park or reserve will be bookable for a ~~exclusive-use which excludes the public.~~
- 5.3 Directions given by Council officers as part of the Event approval must be followed.
- 5.4 All resources in the park/reserve, including fences, structures, vegetation, rocks and turf are protected and must not be damaged or altered in any way.
- 5.5 Any requests for additional work on the park/reserve necessary for the event will generally be carried out by the Council's approved contractor, as directed by Council officers. Cost of additional works will be at the expense of the Event Organiser. Details of special requirements must be provided at time of booking.
- 5.6 The Event Organiser must notify the Council of any accident in the park/reserve during an event, or any defect in the facilities or equipment that the Event Organiser becomes aware of.
- 5.7 The Event Organiser will not make any alterations or additions to any facilities (including the fixing of temporary signs or advertisements in the park/reserve or to the exterior of any structure) without the prior written approval of the Council.
- 5.8 Council parks and reserves are smoke-free, and all organised events on parks/reserves should be promoted as being smoke-free.
- 5.9 Council will not be responsible for any damage caused to the property of the Event Organiser, or event participants/attendees.

6. Specific conditions for events

<u>Park / reserve</u>	<u>Alcohol</u>	<u>Vehicles</u>	<u>Fires/Fireworks</u>	<u>Tents/marquees</u>	<u>Amusement devices¹</u>	<u>Dogs</u>
<u>Barr-Brown Reserve Featherston</u>	Not permitted at any time	Not permitted at any time	Not permitted at any time	Not permitted at any time	Not permitted at any time	On leash only
<u>Card Reserve Featherston</u>	With Council permission if licensing requirements met	Emergency vehicles at any time. All other vehicles by arrangement with Council	With Council permission	With Council permission	With Council permission	Not permitted on marked sportsfields. Elsewhere, on leash only
<u>Clifford Square Featherston</u>	Not permitted at any time – within liquor ban area	Emergency vehicles at any time. All other vehicles by arrangement with Council	Not permitted at any time	With Council permission	With Council permission	On leash only
<u>Dorset Square Featherston</u>	With Council permission if licensing requirements met	Emergency vehicles at any time. All other vehicles by arrangement with Council	Not permitted at any time	With Council permission	With Council permission	On leash only

¹ Amusement devices are defined by the Machinery Act 1950 S.21A

<u>Park / reserve</u>	<u>Alcohol</u>	<u>Vehicles</u>	<u>Fires/Fireworks</u>	<u>Tents/marquees</u>	<u>Amusement devices</u>	<u>Dogs</u>
<u>Featherston Town Square</u>	Not permitted at any time – within liquor ban area	Two areas provided for event vehicles, as marked on layout plan, by arrangement with Council. No other vehicles at any time	Not permitted at any time	With Council permission	Not permitted at any time	On leash only
<u>Lake Domain Reserve Featherston</u>	With Council permission if licensing requirements met	Permitted	With Council permission	With Council permission	With Council permission	On leash only
<u>Otauirā Reserve Featherston</u>	With Council permission if licensing requirements met	Permitted	Not permitted at any time	With Council permission	With Council permission	On leash only
<u>Peace Garden / Sakura Park SH2 Featherston</u>	Not permitted at any time	Parking on sealed area only – no vehicles on grassed areas	Not permitted at any time	Not permitted at any time	Not permitted at any time	On leash only

<u>Park / reserve</u>	<u>Alcohol</u>	<u>Vehicles</u>	<u>Fires/Fireworks</u>	<u>Tents/marquees</u>	<u>Amusement devices</u>	<u>Dogs</u>
<u>Arbor Reserve Greytown</u>	<u>Not permitted at any time</u>	<u>Parking on sealed area only – no vehicles on grassed areas</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>Not permitted at any time</u>	<u>On leash only</u>
<u>Collier Reserve Greytown</u>	<u>With Council permission if licensing requirements met</u>	<u>Not permitted</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>On leash only</u>
<u>Kowhai Reserve Greytown</u>	<u>Not permitted at any time</u>	<u>Not permitted</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>On leash only</u>
<u>Soldiers' Memorial Park Greytown incl O'Connor's Bush</u>	<u>With Council permission if licensing requirements met</u>	<u>On sealed areas only, except for campground</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>Not permitted on marked sportsfields. Elsewhere, on leash only</u>
<u>Stella Bull Park Greytown</u>	<u>With Council permission if licensing requirements met</u>	<u>On sealed/gravel areas only, with Council permission</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>On leash only</u>

<u>Park / reserve</u>	<u>Alcohol</u>	<u>Vehicles</u>	<u>Fires/Fireworks</u>	<u>Tents/marquees</u>	<u>Amusement devices</u>	<u>Dogs</u>
<u>Centennial Park Martinborough</u>	<u>Not permitted at any time</u>	<u>Not permitted</u>	<u>Not permitted</u>	<u>Not permitted</u>	<u>Not permitted</u>	<u>On leash only</u>
<u>Considine Park Martinborough</u>	<u>With Council permission if licensing requirements met</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>On leash only</u>
<u>Coronation Park Martinborough</u>	<u>With Council permission if licensing requirements met</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>With Council permission</u>	<u>Not permitted on marked sportsfields. Elsewhere, on leash only</u>
<u>Huangarua Park Martinborough</u>	<u>Not permitted at any time</u>	<u>Not permitted at any time</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>Not permitted</u>	<u>On leash only</u>
<u>Soldiers' Memorial Park / The Square Martinborough</u>	<u>With Council permission if licensing requirements met</u>	<u>Not permitted at any time</u>	<u>Not permitted at any time</u>	<u>With Council permission</u>	<u>Not permitted</u>	<u>On leash only</u>

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.5

LONG TERM PLAN PROCESS

Purpose of Report

To seek an appointment to Council's Long Term Plan Working Party and to inform the Committee/Community Board of the 2018/2028 long term plan process for delivering Council's 2018/2028 Long Term Plan.

Recommendations

Officers recommend that the Committee/Community Board:

1. *Receive the Long Term Plan Process Report.*
2. *Appoint a member to be the Community Board representative on Council's Long Term Plan Working Party.*
3. *Adopt a process of working together as a Community Board/Committee to determine priorities for early input into the Long Term Plan.*

1. Executive Summary

The Local Government Act 2002 requires every district council to produce once every three years a Long Term Plan (LTP) which sets out what Council will do for at least the next ten years. An annual plan is required for years that an LTP is not produced.

Council wants to work with residents and key stakeholders to create this new 10-year Plan (LTP) for the South Wairarapa.

2. Developments and Challenges

Many positive developments are happening in the community and business sector, the district is positive and growth is occurring. The challenges will continue of course; South Wairarapa has three townships with multiple amenities, our wastewater and water supply projects will continue to require significant funding from a relatively small user base, growth although positive puts strain on infrastructure networks and land available for use and our vast land area means we have many loose metal roads in constant need of maintenance. Council is constantly being required to meet higher environmental standards, and internal processes need to comply with more auditing and compliance requirements.

An additional unknown is the proposal for local government amalgamation in the Wairarapa. With the possibility of amalgamation, getting the priorities right for the 2018-2028 LTP becomes even more critical as this plan would remain a key document until the new Council was able to create a new 10-year plan for 2021-2031.

3. Working Together

Working together with others, we're in the process of planning ahead to support a sustainable future for our region – one where our environment, economy and communities thrive.

South Wairarapa District **Council's Long Term Plan** will be a plan that looks at the goals and aspirations we have for the South Wairarapa region over the next 10 years. Council **can't do LTP planning alone. It's only by working** with others right across the community that we decide what to prioritise and what is sustainable and affordable for the South Wairarapa region to make sure we deliver on a number of long term outcomes for the region. The tricky part is getting the balance right – **and that's where the insight of others comes in.**

People around the region have the opportunity to feed into the planning process via the planned sector group meetings, their local community board, or the Maori Standing Committee.

Council adopted the Long Term Plan Working Party Terms of Reference as attached in Appendix 1 and are seeking a member of your Board/Committee to be a member of this Working Party. We are also recommending that your Board/Committee adopt a process of working together to determine community priorities for early input into the Long Term Plan. Attached as Appendix 2 is the communities vision of how the South Wairarapa would look in the future as seen in 2015.

We want our communities to **revisit the 'Our Future'** lists, identify anything missing, and prioritise projects for the next 10 years.

4. Timeline for Delivery

There will be further opportunity for you and members of the public to have a say in early 2018, when the LTP Consultation Document goes out for formal consultation. The timeline for delivering the Long Term Plan for the 2018/2028 years is as per Appendix 3.

5. Appendices

Appendix 1 – Long Term Plan Working Party Terms of Reference

Appendix 2 – Our Future

Appendix 3 – Long Term Plan Timetable

Contact Officer: Paul Crimp, Chief Executive

Appendix 1 – Long Term Plan Working Party Terms of Reference



SOUTH WAIRARAPA DISTRICT COUNCIL

Annual Plan/Long Term Plan Working Party **Terms of Reference**

Purpose:

The South Wairarapa District Council operates a working party of Council to oversee the annual planning process and also the triennial Long term planning process.

Membership of the Annual Plan/Long Term Plan Working Party:

- The Working Party consists of the Mayor and all councillors
- One community board member from each board
- One Maori Standing Committee member
- CEO
- Group Manager Corporate Support
- Finance Team Leader
- Other SWDC staff members as required

Meetings of the Working Party:

As and when the working party decides, but at least monthly from November through to June whilst the annual plan and consultation documents are being prepared and reviewed and until the Annual plan (AP) has been approved and published.

In the year in which the Long term plan (LTP) is being prepared, the working party will meet at least monthly from August through to June whilst the Long term plan and consultation documents are being prepared and reviewed and until the Long term plan has been approved and published.

Role of the Working Party:

- To receive recommendations from officers regarding appropriate activities for SWDC;
- To discuss proposed activities to be completed by SWDC over the period the plan relates to;
- To evaluate and make recommendations on activities or changes to be consulted on;
- To review draft budgets prepared by the Finance team for the period of the plan;
- To review draft rating levels for the period of the plan;
- During the long term plan process, review the following policies:
 - Significance and Engagement Policy
 - Revenue and Financing Policy
 - Liability Management Policy
 - Investment Policy
 - Development Contributions/Financial Contributions Policy
 - Remission and Postponement of Rates on Maori Freehold Land Policy
 - Rates Remission Policy
 - Rates Postponement Policy
- To decide which issues covered in the AP or LTP are significant and therefore require consultation with ratepayers;
- To agree the questions for consultation and review the Consultation document and supporting documentation prior to publication;
- Council will then review submissions and attend hearings to enable submitters to speak to their submissions. At the conclusion of the submission hearings, Council will agree any changes to the Annual plan as a result and request officers to update the Annual plan document including any financial changes;
- The Annual plan working party will then review the updated financials prior to the final Annual plan document being submitted to Council for approval.
- Council approval of the Annual plan will be required on or before 30 June each financial year.

Appendix 2 – Our Future



Part 5

Our Future

- Introduction
- Key Issues
- Promoting Our District
- How our District Looks in the Future (20+ Years)

OUR FUTURE

Introduction

Workshops with various industry stakeholders have been held over the last two long term plan processes to get input on current and long term issues as well as current or potential Council projects. The following are the stakeholder groups that we sought input from before the Draft LTP was prepared and the key issues identified by these stakeholder groups as they were presented. Many of the key issues were consistent with the projects currently being undertaken and priority will be given to ensure projects align to the community vision.

- Business stakeholders
- Sports stakeholders
- Rural stakeholders
- Youth
- Youth workers
- Martinborough Community Board
- Featherston Community Board
- Greytown Community Board
- Maori Standing Committee and Wairarapa iwi
- Senior citizens
- Service users
- Community organisations

Our Community Likes

- Weather/Climate
- Country living
- Not confined (space per person/free & open)
- Moving ahead
- Hub of events
- Proximity to Wellington
- Lots to do
- Beautiful
- Impact of the wine industry
- Well maintained roads
- Attractive tidy towns and rural areas
- Martinborough Square
- Good public toilets
- Sportsgrounds, playgrounds, libraries
- Enforcement of tree trimming
- Accessible
- Variety of sports
- Transport network
- Community values
- Easy access to banks, doctors, supermarkets etc.
- Greytown bike trail
- Dog parks
- Small vibrant towns
- Martinborough Square
- Towns with a point of difference
- Lake/Parks & reserves/rivers
- Ecology
- Coast/trees/bush/hills/rivers
- Cycle friendly
- Strong business groups
- Summer reading program
- Great events
- Passive & active recreation
- Nice/welcoming
- Active people
- Strong communities
- Great for young families
- Good people
- Mix of people
- Fabulous people

Our Community Would Like

Following are the issues as identified by our stakeholders. Not all the issues presented come **under Council's** jurisdiction; however they are still included for completeness.

- Think district and regionally wide
- Recognisable change
- Aging population: growth projection required, additional Council housing may be required in the future
- Correct ad-hoc subdivision development
- Preserve areas of best land use: growth on to high value land
- Limited development in infrastructure
- Economic development forum: look for businesses to move into Featherston/South Wairarapa
- Big industry to Featherston, e.g. build sawmill
- Target certain types of businesses to open in South Wairarapa
- Resource consent and building consent processes easier: Streamline Council processes.
- Ease of doing business with Council
- Lack of buildings in South Wairarapa: how to facilitate growth
- Amenities in all three towns - loose spirit of community if only one
- Grow out of town owners or decrease out of town owners
- Working from home needs to be enabled – broadband, business hubs
- Look at sustainable sewerage and grey water options for new builds
- Ban 1080 poison: consider using the unemployed to kill possums
- Encourage utilisation of the district pools (some are under utilised); pools are cold and have limited opening hours
- Encourage greater sports participation
- On-line sport and recreation information for the whole district
- Card Reserve Development Plan
- Combined Sports and Leisure Society
- Accessible sports equipment
- Full sized gym

- Indoor pool
- Make South Wairarapa sports teams competitive in Wairarapa/Wellington by providing better sporting facilities i.e. heating **pools, creating turf's** with lights, supporting gyms (bigger)
- More cycle (inc. BMX and mountain) and walking tracks
- Sailing and archery clubs
- Feasibility study on current facilities
- Camping growth
- Provide a greater variety of recreation including passive
- Cater to the rural population as well as town.
- Work with GWRC to provide better public transport options
- Have a dedicated Council employee for leisure
- Centralisation of facilities
- Investigate why facilities under-utilised and correct
- Lack of awareness of district facilities
- Promote facilities on Council website
- Continue water quality improvements
- Continue waste water improvements
- Water races need improving
- Amalgamation concerns: District issues may get overlooked but savings may be made
- Subdivisions: Impacts on current owners, buyers must be aware they are buying into a rural area
- Promote/protect primary industry
- Road quality (width, height, loose metal etc) **not suitable for today's conditions and traffic volumes**
- Impact of new activities on traffic volumes
- Provide greater visibility to how the rates are split between outputs in plans and reports
- High **impact of urban "outputs" on rural sector**
- Farming wind constrained by network capacity: **What is District Council's role in promoting this?**
- Council to lobby for rural broadband in the district
- Review contract verse in house
- Footpath extensions and maintenance
- More road signs
- Road edging, parking and footpath
- Seal extensions South Featherston School addressed
- More jobs for youth
- Youth after school and weekend. activities/events (music/triathlon/pool BBQ)
- Enhance Featherston Main Street
- Fix rubbish day
- Libraries open between Christmas and new year
- Digitised building files
- Wairarapa wide interpretation of regulations
- On-line consents (not post)
- Historical trees common name included
- Irrigate Martinborough Square to maintain purpose
- Review Wairarapa District Plan – subdivisions, signage, heritage trees and buildings etc
- Control weeds and broom
- Improve access to Wairarapa Moana
- Link change to community outcomes
- Combined Business Association
- Consider how we can assist with improved air travel
- Adapt for technology

Promoting Our District

Following are ideas our stakeholders have given us about promoting our district. Currently promotion of the district is undertaken by Destination Wairarapa on our behalf.

- Promote existing attractions
- Ensure Destination Wairarapa provides a value for money service
- Liaise with business sector regarding correct promoting of Wairarapa brands
- Piggyback promotion on already scheduled events
- Ensure a collective South Wairarapa promotions approach
- Understand current economic climate and funding pressures on businesses
- Develop strategic partnerships
- Creation/promotion of more events
- Promotion of Wellington as a resource
- Lack of community volunteers for sporting administration
- **Community has lost the 'bring a plate' thinking**
- Promote the distinct town
- Promote South Wairarapa as a place to live because of easy access to Wellington, low cost of living
- Promote/protect primary industry
- Promotion of Wairarapa Moana
- Target cruise ship visitors

How our District Looks in the Future (30+ years)

- A more prosperous South Wairarapa
- Young people want to stay in the south
- Greytown Trust Lands Trust remains
- South Wairarapa is achieving environmental excellence
- Our district has clean rivers and high water quality
- South Wairarapa town centres are excellent
- South Wairarapa towns have free Wi-Fi
- Nga Haerenga – New Zealand Cycle Trail is operational
- Council infrastructure and facilities are well maintained and improved over time and better utilised
- State Highways through our district are well maintained and new bridges have been built on State Highway 2 and State Highway 53
- District libraries are networked with other NZ libraries
- Community activity where people can participate is greater than infrastructure
- The district has a sport and leisure coordinator
- There is centralised administration and promotion of sports clubs and activities
- There is open and good communication between sports groups and the community about **what's** available
- **'Learn to Swim' lessons** are available at our pools
- More lifestyle blocks are created encouraging families to move to our district
- South Wairarapa Council has a district wide focus (as opposed to towns only)
- Youth are encouraged to participate in decisions of local government
- A good and reliable network of public transport is available around the wider region
- A community feel is maintained in our district even with growth and potential local government changes
- Our towns retain their individual facilities
- Sports and other clubs are well supported and have the required resources
- Services and clubs of Featherston are centralised to Card Reserve

- Irrigation is accessible to farmers; including cheap funding and cash flows necessary to start an irrigation project
- Our districts have well maintained and improved roads
- Attract private investment
- Attract superannuitants
- People want to live here
- Population growth to support development
- Retirement village/housing options in all towns
- Good schools to attract families
- Diverse business
- Advocate for support services for aging population
- Economic development long term strategy
- Better wastewater system
- Preserve best land use
- Urban design strategy to maintain space/character/manage life styles
- Accessible disability transport
- Encourage stock underpasses
- Greytown pool 25m
- Regular review of rates calculations to ensure they are still relevant
- Affordable living
- Using technology
- Ensure an adaptive plan for demographic and population change
- Big Picture (All of Wairarapa)
- Council can do attitude
- Maintain rural feel
- No rush/congestion
- Initiatives for eco-friendly living
- Solid waste and resource use
- Lobby for a NZ packaging accord (Aus/Eur)
- Have green waste compost on Council farms
- Mall Kitchener Street Ohio Street to Square
- Featherston shops full
- Featherston attractive Main Street
- Featherston welcoming gateway
- Featherston all traffic down main street
- Greytown more than one park

Risks and Challenges

- Public transport
- Rimutaka Hill Road
- Tourist towns not catering for locals
- Keeping up with technology
- Managing cost/raising revenue
- Transitioning the change
- Maximising what we do/have now
- Missed opportunities
- Impact on statutory change e.g. building and environment, health & safety
- Government move to Auckland
- Treaty settlement
- Having enough clean fresh water
- Coastal erosion
- Extreme weather events
- Global warming
- Individual dams v syndicate v one major
- Water use (consented water)
- Loss of momentum in Featherston
- SWDC delivering on 30 year initiatives
- Stakeholder engagement (taking everyone)
- Maintaining character of towns and country atmosphere
- **"We are not Wellington"**
- Managing unpaid rates
- People not prepared to pay
- Viability of rest homes
- People loosing heart in Council
- Youth **leave and don't return**
- Maintaining economic & health benefits
- Adapting to meet new sports
- Car parking
- Keeping sport accessible cost & travel
- Developing successful strategic relationships
- Cost of developing more active sports grounds
- Encompassing health
- Meeting transport needs
- Meeting increasing passive recreation needs
- Keeping people active
- Supporting individual drivers to take a team approach
- Gaining private investment

- Lack of sport/recreation volunteers
- Supporting local schools esp. Kuranui
- Earthquake prone buildings
- GWRC flood mapping
- Cell phone reception
- Technology life
- Uneconomic services due to population
- Pest control
- Ensuring more efficiency
- Lack of buildings to facilitate growth
- Broadband – Hinakura/Whiterock
- Lack of employment opportunities
- **#’s not** economies get the money

Appendix 3 – Long Term Plan Timetable

DRAFT SWDC 2018/28 LONG TERM PLAN TIMELINE

August

- 9 **Initial Councillor Discussion** (after Council meeting) – Strategic Plan, Top 5 Topics for LTP
28-30 Initial Community Board Discussions

September

- 6 **Second Councillor Discussion** – refine areas to cover in LTP (after I&P, followed by A&R)
20 **LTP meeting (after Council meeting)** – Review Significance & engagement, Liability Management, Investment policies.

October

- 11 **Councillors continue LTP discussions** - review Revenue & financing policy and Remission and postponement of rates policy incl Maori freehold land with Philip Jones (after I&P, followed by A&R)
? **Sector meeting MSC/Iwi** 5.30pm Council Chambers (MSC 6.30pm)
17 **Sector meeting Youth** 3.30pm Council Chambers
17 **Sector meeting Sport/Rec** 5.30pm Council Chambers
18 **Sector meeting Farming** 3.30pm Council Chambers
18 **Sector meeting Service users** 5.30pm Council Chambers
19 **Sector meeting Senior Citizens** 3.30pm Council Chambers
19 **Sector meeting Business** 5.30pm Council Chambers
25 **Council meeting** (sign off Annual Report) followed by LTP meeting – review High level issues and Asset Management plans

November

- 15 **LTP meeting** - Council Chambers
29 **Finalise key topics for LTP and review Development contributions Policy** (after I&P, followed by A&R)

December

- 13 **LTP meeting** (after Council meeting) - Agree final Projects for LTP

January

- 24 **LTP meeting** - decide issues to consult on

February

- 7 **Councillors continue LTP discussions** - proposed fees for adoption, agree changes for consultation (after I&P, followed by A&R)
20 Draft CD to Auditors (Auditors need 2 weeks – until 6 March)
21 **Council Meeting**

March

- 14 **Extraordinary Council Meeting**– Supporting Documentation Adopted and CD Adopted
28 CD Published in Wairarapa News

April

- 4 **Council Meeting**
10 **Public Consultation** 7pm Featherston –Kiwi Hall (Tues)
11 **Public Consultation** 7pm Martinborough – Council Chambers
12 **Public Consultation** 7pm Greytown – Town Centre (Thurs)
20 Submissions Close

May

- 14** Submission Hearings and Deliberations – Day one
- 15** Submission and Hearings and Deliberations – Day two
- 16** Council meeting
- 16** Submission and Hearings Reserve Day – Day three if required (after Council Meeting)

June

- 13** LTP meeting (after I&P, followed by A&R)
- 20** Councillors Meeting – final draft financials
- 27** Council Meeting – Adopt LTP

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.6

APPLICATIONS FOR FINANCIAL ASSISTANCE

Purpose of Report

To present the Community Board with applications received requesting financial assistance.

Recommendations

Officers recommend that the Community Board:

1. *Receive the information.*
2. *Consider the application from Boomerang Bags Martinborough requesting \$500 towards the costs associated providing repair and servicing to five sewing machines on loan from the community and to purchase needles, thread and screen paint for continued production of reusable bags.*
3. *Consider the application from the Friends of Martinborough Library requesting \$500 towards the costs associated with running an outdoor movie evening for Martinborough to raise money for the children's library area furnishings in the Waihinga Centre.*

1. Executive Summary

The Community Board has delegated authority to make financial decisions within the confines of the allocated and available budget.

There are two out of cycle grants that have been received and approved for consideration at this meeting.

Applicant	Amount Requested
Boomerang Bags Martinborough	\$500.00
Friends of Martinborough Library	\$500.00
Total	\$1,000.00

Applications will be provided to members in confidence.

2. Criteria

The criteria of the grant are:

1. Applicants need not be incorporated bodies, but the Board must be satisfied that they are responsible organisations that will be fully accountable for any grants received.
2. Successful applicants are required to expend grants received within twelve months of payment being made. Any extension must be approved by MCB.
3. Successful applicants must provide a quarterly report to the MCB detailing progress, with a final report, including evidence of the grant expenditure (copies of invoices or receipts), to be provided within 3 months of a grant being expended.
4. The MCB Strategic Grant application form must be completed in full and include the latest financial statements for the applicant. MCB may also request further detailed financial analysis for larger grant applications (\$1,000 or higher).
5. Strategic Grant Applications will be considered twice a year. Applications for strategic grants must reach Council by the 14th May or 30th September. Applications will be considered at the next available MCB meeting.
6. The maximum grant available will be equal to the available grant pool unless special circumstances are considered to exist. (GST will be added to grants approved for GST registered applicants).
7. Grant applications may be considered at other times of year at the discretion of the MCB if exceptional circumstances are deemed to exist.

3. Accountability Reports

Applicant	Status of Accountability Forms for Previous Grants
Boomerang Bags Martinborough	No outstanding accountability forms
Friends of Martinborough Library	No outstanding accountability forms

Contact Officer: Suzanne Clark, Committee Secretary

Approved By: Paul Crimp, Chief Executive

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.7

PAIN FARM TREES

Purpose of Report

To inform Community Board members of the status and likely future costs of the Pain Farm shelter belts.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information;*
2. *Recommends to Council that the responsibility for the remaining shelter belts be transferred to the tenant as part of the new lease;*
3. *Recommends to Council that the eastern shelter belt be assessed for its actual value/benefit as a wind-break to the farm-house and cottage before any further decisions are made.*

1. Executive Summary

The two remaining shelter belts on Pain Farm are in need of maintenance work. Costs are likely to be up to \$20,000 over the next 10 to 20 years. It is noted that in its leases and licences, Council tends to reserve all trees to itself, and that this may not be the best approach for Pain Farm. Of the two shelter belts, the eastern one was apparently intended as a wind-break for the farm-house and cottage, and it is proposed that the benefits or otherwise of this be assessed before any final decisions are made about this group of trees.

2. Background

At its meeting of August 2017, the Martinborough Community Board agreed to the removal of trees on the western boundary of the property, and requested a report on the status of the other shelter belts and likely work and future costs of maintaining them over the next ten years.

3. Discussion

3.1 Status of remaining shelter belts and future maintenance costs

Glen Ayling from Treescape Ltd reports as follows:

3.1.1. Eastern shelter belt (closest to farmhouse)

Hedge is a double row of pines; the second row was probably planted to eventually replace the larger trees, with the intention of felling a whole row for firewood while still leaving an established shelterbelt, rather than clipping and pruning. Unfortunately this was not done at the optimum time. The suggested options are to either machine trim the trees into a hedge (\$5 -10,000), or to leave them as they are with a view to felling the whole lot in **20 years' time. It is unlikely that Treescape's sub-contractor's hedging machine** would be able to do the work, so an alternative contractor would need to be found.

3.1.2. Western shelter belt

The cypresses in the western shelter belt are appropriate to be hedged. Ideally the work should be done this summer, and they should be clipped again every 3 to 5 years. The cost for the first hedging would be the largest, around \$2000 to get them into a controllable size, and there is a risk of some damage to the stock yards. Ongoing costs will be dependent on the level of clean-up required, but is likely to be \$15-20,000 over the next 10 to 20 years.

3.2 Options

In its leases and licences to occupy, Council retains control of, and responsibility for, the management of trees on its properties. This enables Council to reserve the trees to itself, and thus any potential profit from the sale of timber. This approach does, however, leave the Council responsible for the costs of tree maintenance. This has historically been deferred or overlooked on the properties which do not have designated and managed forestry blocks. As the Pain Farm lease has expired and is being prepared for a new tender, an opportunity exists to make the lessee responsible for the management of the remaining shelter belts. It is difficult to say whether taking this approach risks lowering the value of the lease to tenderers or whether it would make little difference to them.

In the long-term the two shelter belts add little value to the property, and the western one is likely to be surplus to requirements once the discharge of waste-water to land begins. Before making a decision about the eastern shelter belt, an investigation should be made as to whether it does provide a suitable and necessary wind-break for the house and cottage.

3.3 John Donald's report

A brief report from John Donald on the current state of the farm property is attached as Appendix 1.

3.4 Transfer Station boxthorn

The responsibility for maintaining this lies with Council's solid waste contractor, Earthcare. The Assets and Operations Manager for Council has raised this with Earthcare, and reports that it was sprayed in February. Earthcare will be checking to see if a second spray is required.

4. Conclusion

The remaining shelter belts on Pain Farm are in need of work likely to cost between \$15,000 and \$20,000 over the next 10 to 20 years. It is proposed that the responsibility for the management of the two shelter belts be transferred to the lessee in the new lease. An independent assessment should be made of whether the eastern shelter belt provides any shelter benefit the house and cottage before any final decisions are made about its future.

5. Appendices

Appendix 1 – John Donald – Pain Farm report August 2017

Appendix 2 – Pain Farm Income and Expenditure Statement for period ended 30 June 2017

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

Appendix 1 – John Donald – Pain Farm report August 2017

PAIN FARM REPORT

21 Aug 2017

A superficial inspection was carried out on the above date. With the result of extensive rain during the past month, it should be no surprise that driving round the property is very limited.

The pastures appear to be very healthy, thanks to no great number of stock. What are there, are being strip grazed, but in one paddock where there is a concentration of stock behind a hot wire, the pasture damage is very considerable. This is only to be expected, given the ground conditions.

The property, at this time of year is notoriously wet. One cannot help but wonder how the spraying of waste water will be handled in these circumstances.

At a later date, when a closer inspection can be made, a more appropriate report will be produced.

John Donald.

**Appendix 2 – Pain Farm
Income and Expenditure
Statement for period ended
30 June 2017**

PAIN FARM

MONTHLY FINANCIAL STATEMENTS FOR THE PERIOD YEAR ENDED 30 JUNE 2017

STATEMENT OF FINANCIAL PERFORMANCE

INCOME

Rent Received

Moore	15,900.00	
Moran	65,450.04	
SWDC Land Fill Lease	6,451.10	
		87,801.14

Interest Received

Internal loans - Mba swimming pool	-	
Other	5,166.46	
		5,166.46

Total Income		\$ 92,967.60
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EXPENDITURE

Operating Expenses

Repairs & Maintenance

City care	10,586.18	
Rentokil	960.00	
Watermart - repairs septic	123.25	
Mitre 10 Smoke Alarms	215.76	
		11,885.19

Repairs & Maintenance (Buildings)

City care	6,763.27	
Chimney man Inspect fire places house and cottage	280.00	
		7,043.27

*****Rates & Rent Payable**

Rates	6,940.25	
		6,940.25

Corporate Services

Allocation	15,607.62	
		15,607.62

In-House Prof Services

Allocation	4,310.77	
		4,310.77

Insurance

	1,291.81	
		1,291.81

Project Funding

	-	
		-

Total Expenditure		\$ 47,078.91
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Total Surplus/(Deficit)		\$ 45,888.69
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STATEMENT OF ACCUMULATED FUNDS

Opening Balance	01-Jul-2016	\$ 142,618.83
Total Surplus / (Deficit) Year To Date		\$ 45,888.69
Total amount of grant to Martinborough Playground committed by council		\$ (100,000.00)
Closing Balance	30-Jun-2017	<u>\$ 88,507.52</u>

MARTINBOROUGH COMMUNITY BOARD

4 SEPTEMBER 2017

AGENDA ITEM 6.8

MARTINBOROUGH SQUARE FAIRY LIGHTS

Purpose of Report

To inform Community Board members about the problems with the Martinborough Square fairy lights and possible future courses of action.

Recommendations

Officers recommend that the Community Board:

1. *Receives the information;*
2. *Purchases replacement IP 44-rated lights for installation with additional precautions in respect of accessibility and joint sealing; and*
3. *Plans for replacement of these lights every two to three years.*

1. Executive Summary

The fairy lights installed in the Martinborough Square trees in late 2015 have required a number of repairs and are largely non-functional at the moment. Problems have been caused both by the cabling being accessible to human interference, and also by the low waterproofing rating of the lights. Other councils have had similar problems – some have invested considerable sums in lights with much higher waterproof ratings while others have taken a more pragmatic approach to continuing to use the cheaper lights with low waterproof ratings.

2. Background

At its meeting of 17 July 2017, the Community Board requested a report outlining a solution to the vandalism of the fairy lights in the Martinborough Square trees. The report was to cover the use of different connections, a different way of hanging the lights, or a different light solution.

Since the lights were installed at the end of 2015, approximately \$3300 has been spent on repairs, replacement parts, and adjustments to improve performance. Only around half this amount can be attributed to repairs for apparent vandalism.

The current lights have now reached the point where the electrical contractors can do nothing more to improve them, or to get the non-functional elements to work. This is only the lights and cables actually in the trees; the infrastructure from the trees back to the power supply is good and working well.

3. Discussion

3.1 Issues with current lights

The current lights were installed in late 2015, and began to experience problems around May of 2016. After resolving problems with the initial set-up of the lighting circuits, and the replacement of a faulty driver, the lights functioned with few problems through until October 2016. Since then there have been frequent problems with cables being severed; sometimes this has been by unknown individuals, although weather, and wear and tear have also been factors. The lights are currently not working and not repairable. The two issues of concern with the lights are accessibility and product design and capability (cable size, ingress protection).

3.1.1. Accessibility

Lights which are in reach of the ground, or accessible from low branches, are susceptible to casual interference and damage from individuals. Placing lights and cabling higher, so that a ladder or cherry picker is required to access them, minimises the likelihood of casual vandalism.

3.1.2. Product design and capability

The international electrical standard IEC 60529 provides for a code (International Protection Rating – IP Code) which classifies the degrees of protection provided against the intrusion of solid objects (including body parts like hands and fingers), dust, accidental contact, and water in electrical enclosures. The standard provides users more detailed information than marketing terms such as “waterproof”.

The IP Code is a two-digit code, the first digit signifying the degree of protection against the intrusion of solids, the second signifying the degree of protection against liquids. The IP rating of the Martinborough Square lights, and the majority of “outdoor” lights available in New Zealand, is IP44 – protected against the ingress of solids >1mm (ie not dust-protected or dust-proof) and protected against *splashing* water (protected against dripping, spraying or splashing water, but not from water jets or immersion).

For lights which are permanently installed outdoors, a minimum IP rating of IP65 is recommended. This means that the lights would be completely dust-proof and protected from water jets of a nozzle size up to 6.3mm.

3.2 Other councils’ experiences

3.2.1. Carterton

Carterton District Council (CDC) has two sets of tree lights. They have experienced similar difficulties to SWDC in keeping IP44-rated lights going. Initially the lights were only available in quite short lengths (4-6 metres), resulting in a number of joints between sections. The joints are where

water ingress is most problematic, and council staff have had some success by sealing the joints with protective gel and wrapping them in water-proof tape. The lights are now available in longer lengths, reducing the number of joints. CDC staff have also found that it is necessary to place the lights very high in the trees to prevent casual vandalism.

3.2.2. Queenstown Lakes District

Queenstown Lakes District Council (QLDC) has a comprehensive lighting strategy in place. Among considerations for festive and celebratory lighting, the strategy notes that “bud and fairy lighting is maintenance intensive and expensive to run. Permanent installations can damage foliage and prevent effective maintenance of trees.”¹ Several temporary lighting installations in trees had become permanent over time, and the Council had determined to phase them out as they reached the end of their economic life.

3.2.3. Wellington City Council

Wellington City Council spends \$15,000 - \$30,000 per tree on LED lighting for trees. The lights are rated IP 65 and above, and are sourced from the United Kingdom.

3.2.4. Manawatu District Council

Likewise, Manawatu District Council recently spent \$30,000 on high IP-rated lights for the tree in Feilding’s town square.

3.3 Options

There seems to be no suitable outdoor lighting products between the cheap IP 44 lights and the high-end, high-cost IP 65 lights available in New Zealand at the moment. This means the options for solving the problem with the Martinborough tree lights are limited to persevering with IP 44 lights, or making a significant investment in IP 65 lights.

3.3.1. Change to IP 65-rated lights

Based on other councils’ costs, a major financial investment would be required to change to higher-rated lights – a minimum of \$15,000 per tree. It seems unlikely that this expenditure could be justified unless supported by considerable sponsorship from third parties.

3.3.2. Persevere with IP 44-rated lights

Outdoor lights rated IP 44 are cheap and readily available. They could continue to be used on the understanding that their lifespan may be limited to one to two years. Installation out of reach and joint sealing could extend their lifespan, but they would still require replacing every few years. The current lights would need to be replaced, but the cost of installation would be less than originally because the cabling back to the power supply does not need to be replaced.

¹ [Southern Light - Queenstown Lakes District Lighting Strategy](#)

3.3.3. Cease tree lighting

A third option is to withdraw from having lighting in the trees, with the intention of reviewing periodically in the hope that the cost of high IP-rated lights decreases in time. Alternative strategies for celebratory lighting should be considered, perhaps in an overall strategy for the district such as the one developed for Queenstown.

4. Conclusion

The fairy-lighting installed in the Martinborough Square trees is of a type rated at the lowest level of waterproofing, and is not well-suited to permanent installation, particularly in trees. More suitable lighting for trees is extremely expensive as shown in costs paid by other councils. The cheaper lighting can continue to be used, with additional precautions taken during **installation, as long as it is accepted that the lighting's lifespan is** likely to be only a few years. The current lights, being largely non-functional, would need to be replaced in following this course of action. Different lighting strategies could be considered as an alternative.

Contact Officer: Helen McNaught, Amenities Manager

Reviewed By: Mark Allingham, Group Manager Infrastructure Services

MARTINBOROUGH COMMUNITY BOARD

23 AUGUST 2017

AGENDA ITEM 8.1

CHAIR'S REPORT

Purpose of Report

To inform Martinborough Community Board of the Chair's actions since the last meeting and to raise items for discussion.

Recommendations

That the Martinborough Community Board:

1. *Receive the information*
2. *Discuss each item, receive associated reports and adopt the recommended resolutions.*

1. Meetings and Events

26 July 2017	<i>I&P working party – Apologies given</i>
27 July 2017	Jazz in Martinborough launch
31 July 2017	Maori Standing Committee Meeting – attended as observer only
2 August 2017	MCB workshop
3 August 2017	Martinborough Business Association networking event. Tim Lusk presented on UFB.
9 August 2017	Attendance at SWDC to discuss emergency communications and Community Board involvement in Long Term Planning
9 August 2017	Michael and Philippa Arapoff re. town beautification
10 August 2017	Carolyn Irwin and Amanda Ritchie re. Boomerang Bags
11 August 2017	Richard Rudman
23 August 2017	LTP Working Party

Looking ahead:

6 September 2017	Infrastructure & Planning
27 September 2017	Community Board Workshop

2. Town Beautification Survey

The survey was printed in the Star and the online version was promoted through Facebook and the Council website. Results are attached separately. We had over 100 responses and have 45 respondents who have provided their e-mail addresses to be contacted again in the future. A good result which sets us up well for future engagement projects.

Recommendation: Receive the Survey Report. Ratify the decision to sponsor the Martinborough Mural Walk with \$3,000. Discuss the results of the survey and allocation of additional Beautification funds.

3. MCB Workshop Report – 2 August 2017

Report attached.

Recommendation: Receive the report. Members may wish to further discuss items covered in this report.

4. Martinborough Cycle Safety

I facilitated a meeting between Wairarapa Wine Growers and the Cycle Hire providers in Martinborough. All hirers are committed to customer safety, have written information in place and will adopt a verbal health and safety briefing for all hirers prior to summer (if they don't already do this). There has been some debate about the 4 wheel 'crocodile' bikes and the group has confirmed that there is no legal requirement for riders to wear helmets.

The key message from this group is that messaging must be positive and not blame any one group of road users.

Priorities for improving cycling conditions:

1. Review speed limits along the main route, investigate the use of 'courtesy' or 'advisory' limits if primary speed limits cannot be changed
2. Develop positive signage encouraging all road users to share the road
3. Develop key messages for Wineries, Destination Wairarapa, Martinborough Business Association and Accommodation compendiums.

5. July Flooding Event

During this event I responded to media calls regarding the town being cut off.

A significant amount of work took place following the event including visits to a number of businesses, providing SWDC with feedback and suggestions for future events. Thank you to all Community Board members who helped with this.

I would like to acknowledge the work undertaken by SWDC since this event and state that MCB are committed to working with Council to improve the response to similar events in the future.

6. Martinborough Community Board request for information from SWDC

Information request attached.

This request was made on the 8th August 2017 in response to a number of current, active issues.

7. Accelerate Wairarapa

Martinborough Community Board (MCB) has been working with Accelerate Wairarapa and the Martinborough Business Association (MBA) to further the development of an online Wairarapa Prospectus. This is a programme of work that is dedicated to the attraction of business and investment in to the Wairarapa. By the establishment of a website which will capitalise on the current success of the Destination Wairarapa site it will surely aid not only visitor attraction but also the attraction of business and investment. MBA have indicated that they support the hosting of the Live & Work information for Martinborough. MCB fully supports this project and is aware that Accelerate Wairarapa will request funding from SWDC when costs are known.

Recommendation: Make a recommendation to SWDC to support the Wairarapa Prospectus project with funding.

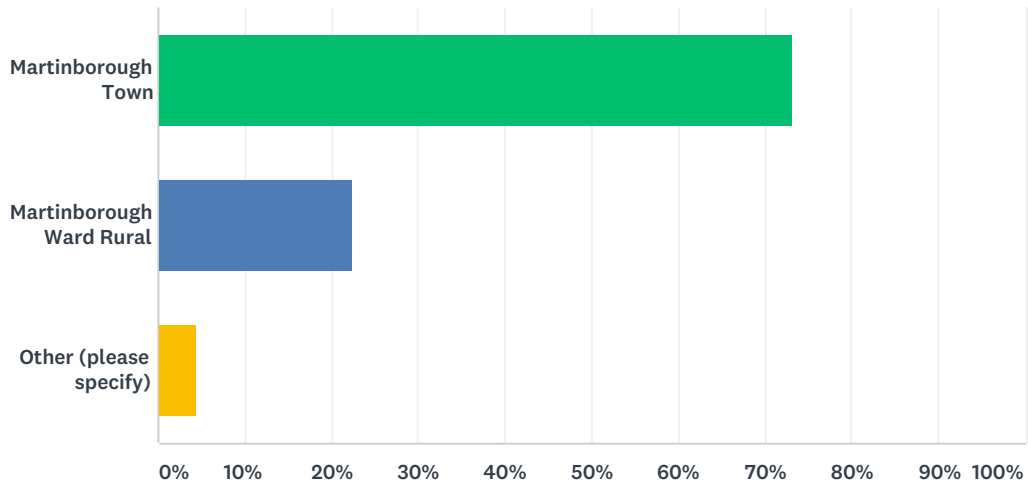
8. Long Term Plan

I attended the initial LTP discussion on 23 August. This will be an opportunity to set a long term vision and reference document for South Wairarapa irrespective of future governance arrangements. We also discussed the alignment of Community Board strategies with SWDC goals and the development of 10 year Community Board plans.

Recommendation: Formally nominate Lisa Cornelissen as the MCB representative to attend LTP meetings (with Victoria Read as back up). Add the LTP to the next MCB workshop agenda.

Q1 Where do you live?

Answered: 116 Skipped: 0

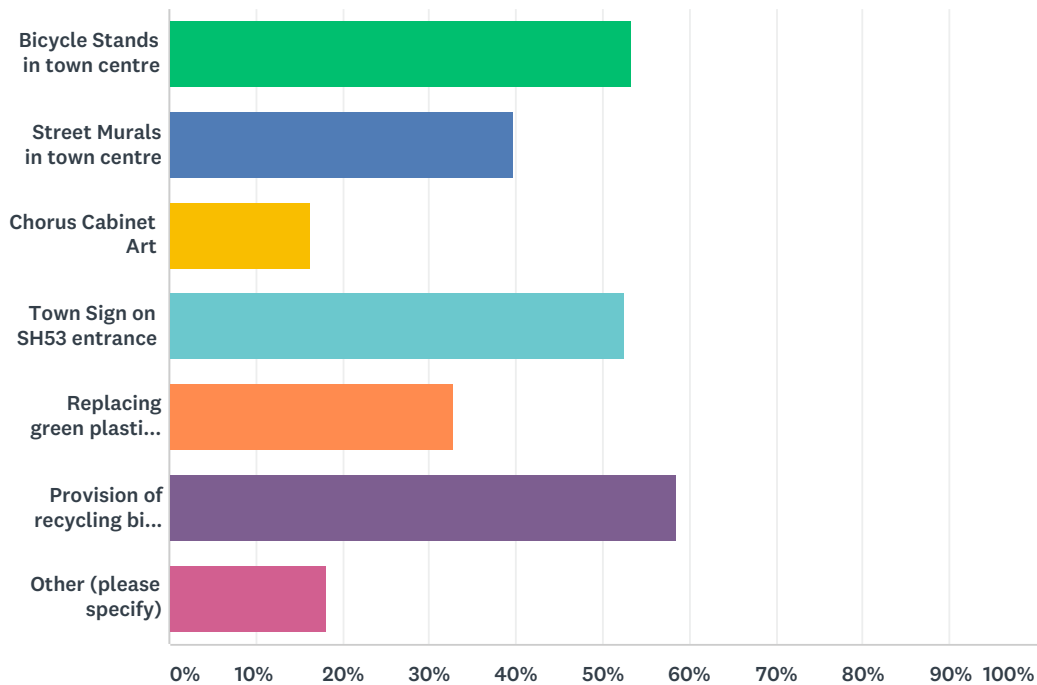


ANSWER CHOICES	RESPONSES
Martinborough Town	73.28% 85
Martinborough Ward Rural	22.41% 26
Other (please specify)	4.31% 5
TOTAL	116

#	OTHER (PLEASE SPECIFY)	DATE
1	Featherston	8/14/2017 5:17 PM
2	Lake Ferry	8/9/2017 8:55 PM
3	Carterton	8/7/2017 8:39 AM
4	Pauanui	8/2/2017 8:01 PM
5	Carterton	8/2/2017 3:49 PM

Q2 Which of the following projects would you support? You can choose up to 3.

Answered: 116 Skipped: 0



ANSWER CHOICES	RESPONSES
Bicycle Stands in town centre	53.45% 62
Street Murals in town centre	39.66% 46
Chorus Cabinet Art	16.38% 19
Town Sign on SH53 entrance	52.59% 61
Replacing green plastic rubbish bins with a more stylish option	32.76% 38
Provision of recycling bins in public spaces	58.62% 68
Other (please specify)	18.10% 21
Total Respondents: 116	

#	OTHER (PLEASE SPECIFY)	DATE
1	Something for kids of this town all these options tend to be aimed for visitors not locals!	8/11/2017 8:24 PM
2	Mini markets, Puppet shows, family orientated events in Square.	8/9/2017 8:55 PM
3	would the recycle bin contents be recycled ? I want all these except not bothered about more stylish rubbish bins would just like more rubbish bins !	8/9/2017 3:50 PM
4	Plants or scalutres on side walk around the sq	8/7/2017 8:39 AM
5	Pedestrianisation	8/3/2017 2:49 PM
6	Trees!!!!!! And art/sculpture etc	8/3/2017 6:50 AM
7	I would support murals/art in town, dependent on the subject	8/3/2017 6:44 AM

Community Priorities for Martinborough Town Beautification

SurveyMonkey

8	More trees in streets eg jellicoe and cambridge	8/2/2017 10:17 PM
9	Street lights on crossings	8/2/2017 10:01 PM
10	Cleaner public toilets	8/2/2017 9:08 PM
11	Cycle lanes	8/2/2017 7:57 PM
12	Toilets open later, what happens when they are closed is disgusting	8/2/2017 7:33 PM
13	All a little boring	8/2/2017 7:20 PM
14	A digital poster and information board	8/2/2017 6:45 PM
15	Definitely NOT murals. Maybe grants to encourage building owners on main streets to improve street appeal especially Jellicoe	8/2/2017 3:13 PM
16	zebra crossing on jellico st corner of Venice st needs attention more signage or light can be very dangerous at times	8/2/2017 3:05 PM
17	Doggie poop bins and water drinking fountain (dog and human)	8/2/2017 2:03 PM
18	Footpaths on Kitchener street levelled properly.	8/2/2017 12:51 PM
19	I'd love to see the war memorial gates and archway restored....it's an icon of martinborough.	8/2/2017 11:28 AM
20	More foot and cycle paths	8/2/2017 11:25 AM
21	Top priority would be to replace the plastic rubbish bins. They are ugly and not inkeeping with the town. Also perhaps add more rubbish bins, over busy periods there is rubbish spilling out onto the streets	8/2/2017 10:40 AM

Q3 If you could do one thing to make Martinborough more beautiful, what would it be?

Answered: 105 Skipped: 11

#	RESPONSES	DATE
1	Better footpaths	8/22/2017 9:15 PM
2	Its a wine village, thats what people come for so entranceway and main street should reflect that	8/17/2017 9:05 AM
3	Remove the front row of shrubs in gardens coming into town (by Palliser) and replace these with flowers - this will be more colourful and inviting.	8/16/2017 9:11 PM
4	more rubbish bins on side streets for dog walkers	8/15/2017 1:31 PM
5	True accessibility. Curb cuts and zip strips for the blind in a colour other than yellow (note that the blind don't see colour so they could even be grey)	8/14/2017 5:17 PM
6	Improve children's facilities especially teenagers	8/11/2017 8:24 PM
7	Keep it clean and tidy of litter. Fill up and use empty public buildings.	8/9/2017 8:55 PM
8	More trees and fabulous cycle tracks	8/9/2017 3:50 PM
9	More street art [Sculptures etc]	8/7/2017 9:11 AM
10	Tidy the ugly shops.... puke, the Bach, the hive, the solid wall of PnK that faces the sq	8/7/2017 8:39 AM
11	More flower beds and art in town centre Sculpture An inviting sculpture before you get to town centre which reflects what Martinborough is about	8/6/2017 8:48 AM
12	Nicer picnic area in the square. The tables are haggard and not enough trash cans around town	8/5/2017 11:19 PM
13	Tidy up shop fronts along Jellicoe Street.	8/5/2017 9:37 PM
14	More park benches and a botanical garden	8/5/2017 8:28 AM
15	Put more lights around the place	8/4/2017 7:49 PM
16	Disable the flashing lights on the toilets in the square. They look terrible.	8/4/2017 5:26 PM
17	more seating and picnic spots in the square	8/4/2017 9:29 AM
18	Wine barrel rubbish tins.	8/4/2017 3:50 AM
19	A revamped town square	8/3/2017 9:00 PM
20	More attractive lighting down main shopping streets and around square	8/3/2017 8:36 PM
21	Under ground power lines	8/3/2017 8:19 PM
22	Some safe footpaths would be a good start. We have a homestay next to us and we are always getting feedback about the state of the footpaths eg the general lack of repair and the dog poo that is all around town.	8/3/2017 8:19 PM
23	I would like to see a webcam set up in the square so people can see what the weather is like or what's happening in the town.	8/3/2017 6:30 PM
24	Pedestrianise lower Kitchener St and The Square.	8/3/2017 2:49 PM
25	Stop the town hall project	8/3/2017 12:06 PM
26	Retaining, protecting & promoting the heritage aspect of our town (this is what the visitors look for & comment on constantly). As well as planting more trees (as per my previous survey)	8/3/2017 10:04 AM
27	Plant trees in Kutcher street to look more like an avenue	8/3/2017 9:09 AM
28	Centre road gardens leading into town Kitchener Street feom outside council area	8/3/2017 7:46 AM
29	more stylish architecture in central town	8/3/2017 7:07 AM

Community Priorities for Martinborough Town Beautification

SurveyMonkey

30	Plant more trees and pave streets in centre of town then divert traffic so centre of town is just for pedestrians and bikes and skateboards. Maybe just part of it so deliveries etc aren't impossible.	8/3/2017 6:50 AM
31	Remove the giant industrial buildings which have been allowed to be built in the town centre to make way for more shops, cafes, housing.	8/3/2017 6:44 AM
32	Plant trees along kitchner and ohio sts	8/3/2017 6:09 AM
33	Demolish the old Town hall and Build a New one	8/3/2017 4:29 AM
34	Footpaths!	8/3/2017 12:27 AM
35	A sculpture celebrating wine/vines in the Square	8/2/2017 10:40 PM
36	Flower boxes with all seasons	8/2/2017 10:29 PM
37	Plant more trees on road sides and dig in power lines under ground	8/2/2017 10:17 PM
38	Leave the lullaby at park as it is only original piece left	8/2/2017 10:01 PM
39	Improve street appeal on Kitchener st and The Square - upgrade bins, lighting, planting.	8/2/2017 9:38 PM
40	Bicycle stands	8/2/2017 9:27 PM
41	Clean the road sides in and out of Martinborough	8/2/2017 9:08 PM
42	Update the square.	8/2/2017 9:04 PM
43	Have some of the trees in The Square removed, open up the area and light it better	8/2/2017 8:45 PM
44	Edible tree planting. Bright flowers in planter boxes	8/2/2017 8:39 PM
45	Focus on tidying up jellicoe st and shops	8/2/2017 8:20 PM
46	Nothing	8/2/2017 8:01 PM
47	Cycle lanes	8/2/2017 7:57 PM
48	Few more picnic tables in square	8/2/2017 7:33 PM
49	More fairy lights in trees and along Kitchener st. wine barrels along Kitchener st advertising our winery's	8/2/2017 7:32 PM
50	Trees down Kitchener Street so when at a cafe you can eat outside without feeling you are on the street. Better lighting - feature lighting maybe. Very dark once you leave the square. Would also help with security / safety.	8/2/2017 7:20 PM
51	Get rid of the scruffy houses!	8/2/2017 7:16 PM
52	I think a fabulous town sign when coming into Marty is a great idea. Maybe growing some vines in the town centre somewhere.	8/2/2017 6:50 PM
53	Put more Garbage Bins around town, and have some street flags on light poles.	8/2/2017 6:46 PM
54	Art installations regularly changed by local artists.	8/2/2017 6:45 PM
55	Put more seating and planting in the square	8/2/2017 6:10 PM
56	More lights in the square and some park benches	8/2/2017 5:55 PM
57	Attractive lighting of Square and surrounding buildings	8/2/2017 5:17 PM
58	Replace the bins	8/2/2017 5:15 PM
59	More lights like the tree lights in the square	8/2/2017 5:12 PM
60	?	8/2/2017 4:56 PM
61	Have more wine barrels around town and flowers	8/2/2017 4:39 PM
62	Establish a town edible garden.	8/2/2017 4:19 PM
63	Community garden visible to tourists.	8/2/2017 3:51 PM
64	Hanging baskets of flowers on the shop verandahs	8/2/2017 3:49 PM

65	Improve the premium signage opportunities on the corner of Princess Street so there is the WOW factor when people arrive in the Village. Have a consistent set of guidelines so that local business can advertise here for set periods their events or special dates coming up. This can be ever changing so the Village looks dynamic and interesting.	8/2/2017 3:38 PM
66	Would be great to see some pretty trees lining Kitchener Street. A lovely way to enter Martinborough.	8/2/2017 3:21 PM
67	Improve street appeal of properties on main streets	8/2/2017 3:13 PM
68	flowers on town entrance grass verge	8/2/2017 3:05 PM
69	FLowers - pots, gardens, hanging baskets	8/2/2017 2:16 PM
70	Better entrances to the town from all angles including signage and plantings	8/2/2017 2:08 PM
71	Notice lots of dog faeces and litter around town and especially along culverts on way to dump. So more refuse and dog poop bins needed along with increased litter patrols	8/2/2017 2:03 PM
72	More green n black	8/2/2017 2:02 PM
73	More public artworks. Or provision for temporary artworks.	8/2/2017 1:42 PM
74	Add some public art...sculpture not murals	8/2/2017 1:25 PM
75	Fix the footpaths.	8/2/2017 1:19 PM
76	Art such as sculptures in the square	8/2/2017 1:17 PM
77	Still think the square could do with some work. It is a great asset for Mboro but think it is under utilised. Egypt revamp the gardens, nicer furniture even have mobile barrows for stalls	8/2/2017 12:54 PM
78	Have more events in square.	8/2/2017 12:51 PM
79	Close SH 53 from Ohio to Square, turn into beautiful pedestrian area with cafe tables and chairs, Large planters of trees, flowers. Also a sculpture walk through village.	8/2/2017 12:49 PM
80	More boutique shops with attractive street frontages	8/2/2017 12:46 PM
81	Planting	8/2/2017 12:40 PM
82	Change the way we put out recycling rubbish. Everyone should have a wheelie bin with a lid as the wind factor makes our town ugly.rubbish police for our tip days too many people doing a tip run but drop half a Forrest on the way to the dump an never pick up even though they have to drive back into town.Maybe signs saying people with be fined or say there are cameras in the area the drains are full after recent flooding but I could pick up half a ton of rubbish today between Martinborough first church and the tip sure is an eye sore. We are a town who needs to care more about our waste and become a better tidy town.	8/2/2017 12:39 PM
83	Make the footpaths nicer	8/2/2017 12:29 PM
84	Jellicoe Street being filled with beautiful shops/cafes like Kitchener street is, especially on the left hand side...looks so dismal and terrible for tourists to wander round the corner and find nothing but dated bland buildings with nothing to offer.	8/2/2017 12:12 PM
85	Add more flower beds	8/2/2017 11:59 AM
86	Plant more trees	8/2/2017 11:59 AM
87	Keep down the dog poo everywhere	8/2/2017 11:57 AM
88	Use the square more. Have an area to sit down in a bean bag, have some seats in there to relax in, bring the people into the square. Market place, organic Vege market, make it vibert, interesting, give the people a sense of community somewhere to met and hangout. The square is the perfect place. It's already beautiful!!!	8/2/2017 11:33 AM
89	Have more modern public/urban furniture	8/2/2017 11:33 AM
90	Sorry answered this on the previous page. Restoration of the memorial arch and gates in the square.....also repaving the square garden paths.	8/2/2017 11:28 AM
91	More foot paths and cycle lanes	8/2/2017 11:25 AM
92	That the rural roads are the equivalent of the towns roads. I do think the residents houses make the town beautiful and encouraging them to plant and paint does enhance the town.	8/2/2017 11:20 AM

Community Priorities for Martinborough Town Beautification

SurveyMonkey

93	Develop empty shops down Jellicoe Street	8/2/2017 11:15 AM
94	Perhaps do something seasonal with these streets like hanging flowerpots (like Hasting used to do) and something different in Winter etc...	8/2/2017 11:00 AM
95	Lots of hanging flower baskets on every main shopping street and all round the edge of the square. just like Carterton that always looks beautiful.	8/2/2017 10:53 AM
96	More plantings and gardens in shopping areas - hanging baskets etc	8/2/2017 10:52 AM
97	Rubbish bins and to place some covenants over the buildings around the square/kitchener street and jellicoe street to have a more uniformed or aesthetically pleasing exterior building colour and facade. The yellow/cream colour of the wine bottling plant and unpleasant facade lets the rest of the buildings down.	8/2/2017 10:40 AM
98	A fountain	8/2/2017 10:35 AM
99	fix the drains	8/2/2017 10:33 AM
100	plants around the main roads.	8/2/2017 10:33 AM
101	Planters lining the streets	8/2/2017 10:33 AM
102	more outdoor seating; more trees	8/2/2017 10:32 AM
103	Upgrade the square - better lighting and redesign of paving and "flower beds"	8/2/2017 10:07 AM
104	Make it easier for people - both locals and visitors - to keep our streets devoid of rubbish. Would involve education, provision of recycling bins, cigarette butt 'bins' at cafes; perhaps encouraging residents to keep their own 'patch' clean.	7/22/2017 9:45 PM
105	n	7/22/2017 4:02 PM

MCB Town Beautification Surveys
Consolidated Star and Survey Monkey Results

Where do you live?

Martinborough Town	94
Martinborough Rural	27
Other	6

Which of the following projects would you support?

Bicycle Stands	63
Street Murals	47
Chorus Cabinet Art	20
Martinborough Town Sign	62
Replace Rubbish Bins	43
Recycling Bins	79

MCB Town Beautification Surveys
Summary of Star responses

Where do you live?

Martinborough Town	9
Martinborough Rural	1
Other	1 Perth

Which of the following projects would you support?

Bicycle Stands	1
Street Murals	1
Chorus Cabinet Art	1
Martinborough Town Sign	7
Replace Rubbish Bins	5
Recycling Bins	11

Other ideas

Outdoor Evening Cinema

Planter or baskets in Kitchener Street or fairy lights prominently up and on Bus shelter - make an artistic feature of it. Tourists love that.

Make the trees down Cambridge Road look like they are cared for.

Tidy up the planted entrance to Martinborough

Native planting around new Waihinga Centre.

If you could do one thing to make Martinborough more beautiful, what would it be?

"Signage" re. rubbish falling from trailers heading to transfer station, this happens every Sat & Sun.

Fairy lights always up on Kitchener Street so people know we are here and open like Noosa.

Highlight Square Arch and both sides / corners of town entrance.

Paint or replace Wooden Seat in 'garden surround' of "Bottle-oh" opposite museum in Oxford Street. It is "very" shabby.

Get dog owners picking up after their dogs.

Clean Kitchener Street from Tods Cutting to Square: of paper, rubbish, cig butts etc.

Keep all the grass areas mowed i.e. Cambridge Road, New York Street = all the areas on the outskirts.

Clean up the entrance to Martinborough - garden

Get all the businesses in the CBD to tidy up there frontages ie. Painting, revamping, sweeping footpaths etc, they all just look tired and not very

1. Annual Plan letter from SWDC

The letter was discussed. Members acknowledged the increase in footpath funding and the provision of free swimming at the district's pools.

Members also noted the time and effort taken to prepare the submission, including engaging with the Martinborough community and expressed disappointment at a number of areas that Council declined to fund, including.

- a. Roading and Footpath works required to safely access the Waihinga Centre
- b. The suggestion that MCB use town beautification funds to maintain a lime path in a Considine Park
- c. Martinborough District Plan zoning review – we acknowledge the funding provided to review land supply for residential development however this is one small part of the problem. The town is facing pressure in a number of areas and we feel that a longer term view would be sensible at this time.
- d. The request to review the “Concessions for Charitable and Like Community Organisations and Groups” policy – we believe the current policy generates ill will towards SWDC and the costs associated would be minimal.
- e. Development of a ratepayer e-mail database
- f. Provision of UFB to the Waihinga Centre, the project presented by Tim Lusk (who has extensive experience in this area) represented a potential significant subsidy to SWDC in providing UFB to the Library in the new centre.

Actions:

Lisa to attend SWDC to discuss a way forward to ensure MCB time is put to good use during the LTP process.

Lisa to draft a formal response to SWDC and circulate for member comments.

Fiona and Vicky to address in the next Martinborough Star MCB column.

2. Cycle Safety

Lisa provided a quick update including information to be requested from SWDC for the next MCB meeting.

3. Civil Defence

Pam provided a quick update and confirmed that a suggestion has been made to move the CD hub from the Lions Den to SWDC.

Noted that the Mayor is the only person who can declare a Civil Defence Emergency and this is most likely to happen in a flooding event if people are displaced from their homes.

Noted that the Civil Defence hub can be opened without an emergency having been declared.

4. Footpaths

Action: Members agreed to provide a list of their top 10 priorities for footpath spending to Pam by 11 August 2017. As the budget covers repairs and new footpaths and repairs and new crossings all of these items need to be prioritised in to one list.

5. Road Names

Members agreed to give another push re. SWDC's request for 'pre-approved' new road names.

Lisa reported on the Maori Standing Committee's preferred approach to Maori road names. Suggestions for other names could include deceased previous Mayors, deceased notable

residents and early settlers.

Actions: Vicky to push on Facebook, Pam to contact Mate Higginson for suggestions.

Members briefly discussed the Dublin Street West and New York Street West naming dilemma and asked Lisa to contact the Medical Centre to see if they have an opinion.

Actions: Lisa to seek feedback from Medical Centre and Search and Rescue prior to next MCB meeting.

6. SWDC response to flooding feedback

Members discussed the recent flooding event in Martinborough and are clear that the main areas of concern for MCB are preventative maintenance and communications. Lisa confirmed that she had e-mailed the MCB suggestion document to Mayor Napier on the 23rd July prior to the I&P meeting on the 26th July. Pam reported that this document was not discussed at the I&P meeting but SWDC will be looking at a number of areas including Communications, Maps, Website etc.

Actions: Lisa to ask for an update on SWDC discussion regarding this flooding event.

Lisa to attend next SWDC meeting to discuss MCB suggestions for improvement and to clarify that we are not asking for a review of the Martinborough storm water system, our concerns are primarily around Council Communications and Preventative Maintenance.

Lisa to seek support from Councillors for SWDC Facebook and Website updates outside of the stated times of 8am to 4.30pm.

7. Accelerate Wairarapa

Vicky reported that the Martinborough Business Association are keen to be involved in the Wairarapa Prospectus project. MCB will write a letter of support for Accelerate Wairarapa and add this project to the next formal meeting agenda to discuss a recommendation to SWDC regarding funding.

8. Considine Park

Noted it is positive to have representation from the Amenities team at meetings of the CPC.

Action: Lisa to request clarification regarding respective roles of SWDC, MCB and the CPC.

9. Town Beautification Survey

Lisa demonstrated the type of results coming in to Survey Monkey.

Action: Lisa to prepare a report for the next MCB meeting.

10. Next MCB meeting date. Noted that neither Lisa nor Vicky was able to attend the next scheduled formal MCB meeting.

Action: Lisa to ask SWDC to move the next MCB meeting to 4 September, due to absence of Chair and Deputy and potential difficulties in achieving a quorum.

Martinborough Community Board Request for information from SWDC for our next meeting on 4th September 2017.

1. Confirmation of timings for repairs to the War Memorial in Martinborough Square. MCB would like to see this work completed before the end of the year.
2. Road Safety on the Wine Trail Route
Covers Princess, Cambridge, Regent, Todds, Huangarua, Puruatanga, Martins and Hinakura Road
 - a. Speed Limit Review:
 - i. What was the process undertaken by the consultants when reviewing speed limits and were they asked to consider local issues such as cycle traffic volumes?
 - ii. What recommendations has SWDC made to NZTA to change speed limits in response to community concern?
 - iii. Given the high level of community support for speed limit changes, what can we do to persuade NZTA to lower speed limits?
 - iv. Does SWDC have the authority to implement 'advisory' or 'courtesy' speed limits?
 - b. Signage:

Wairarapa Wine Growers, with support from cycle hire operators and the Community Board is designing some positive 'share the road' signage to encourage better behaviour from all road users.

 - i. What is the process to follow to get permission to put these signs up at key points on the wine trail route?
3. Outcome of SWDC discussions regarding the recent flooding event in Martinborough, in particular:
 - a. Does SWDC undertake preventative maintenance when heavy rain is forecast?
 - b. Are the Square soak pits functioning as expected?
 - c. What actions will SWDC be taking to improve road closure and diversion signage? How can MCB help?
 - d. What actions will SWDC be taking to improve general communication of road closures and alternative routes? How can MCB help?
 - e. Why does the Waihenga Bridge shut at 4.5m – is this an arbitrary level or backed up by engineers' reports?
 - f. How can MCB help to put the Waihenga Bridge strengthening / replacement back on the NZTA agenda?
4. Questions arising from the "Decision Notification regarding your 2017/18 Annual Plan Submission to Council: letter dated 20 July 2017.
 - a. Council advises that the SWDC contractor has assessed the crossings in Martinborough and any remedial action will be undertaken in the new financial year. Could SWDC confirm that this remedial action includes the raised pedestrian crossing on Texas Street?

COUNCILLOR REPORT
for
South Wairarapa District Council Meeting
Wednesday 9th August 2017

Councillor's Name	Pam Colenso
Meeting - Date & Venue	Wairarapa Library Service Working Group 27 th July 2017 Carterton District Council meeting room.
Attendees	Cr Ruth Carter, Anne Hughes, Cr Tracey O'Callaghan, Robyn Ramsden, Helen McNaught, Cr Pam Colenso.
Key issues from meeting	Updating Policies relevant to Libraries
Speakers	None.
Specific item/s for Council consideration	None
General	<p>We reviewed and amended the following policies relevant to the Wairarapa Library Service. Helen will be updating these and they will then come to Council for ratification.</p> <ul style="list-style-type: none"> • Care of children in Libraries will change to Children in Libraries Policy. • Cataloguing & Classification Policy • Charging Policy • Complaints Policy • Copyright Policy • Customer Code of Conduct • Friends Policy • Fundraising & Donations Policy • Housebound Policy changed to Homelink Policy • Interloans Policy • Internet Access Policy • Membership Policy • Privacy Policy • School Holiday Programme Policy changed to Library Programme Policy
Next Meeting	Date to be confirmed



11 July 2017

Suzanne Clark
Committee Secretary
Martinborough Community Board
South Wairarapa District Council
PO Box 6
Martinborough 5741



Dear Suzanne

Thank you to the Martinborough Community Board for granting Wairarapa SPCA funds of \$460.00 for our Wairarapa Inspectorate Costs.

As we receive no government funding, donations and trust grants like yours are vital to ensure we can continue to support vulnerable animals in the region. By funding this project, your grant will allow us to be more than the ambulance at the bottom of the cliff. We support the whole of the Greater Wellington Region from our main centre in Wellington. One way or another we care for more than 5,000 animals each year and uphold animal welfare and responsible pet ownership via numerous community initiatives.

Thank you for your valued support. Please accept this letter as official confirmation that we will use this gift to help with the Wairarapa Inspectorate Costs. I look forward to sending you the accountability documentation in due course.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Kirsty Prentice'.

Kirsty Prentice
Fundraising Grant Coordinator

Official Receipt of Wairarapa SPCA Inc.

Martinborough Community Board
South Wairarapa District Council
PO Box 6
Martinborough 5741

Receipt Number: 413588247

Donation Amount: \$460.00

Donation Date: 5/07/2017

Donor Number: 49463

GST Number: 10-868-246
Charities Commission Number: CC23272

20 July 2017

Lisa Cornelissen
Chair
Martinborough Community Board

Dear Lisa

DECISION NOTIFICATION REGARDING YOUR 2017/18 ANNUAL PLAN SUBMISSION TO COUNCIL

Thank you for your submission on Council's 2017/18 Annual Plan. Council received 105 submissions covering over 400 individual requests as part of the annual plan submission process. The Mayor and councillors heard a total of 38 verbal submissions.

A clear majority of submissions sought additional services or funding, and were assessed to ensure Council was collecting enough revenue to provide core services, maintain community assets and complete the sewerage upgrade in the proposed timeline. The total rates increase for 2017/18 has been struck at 3.92% which is marginally more than the Long Term Plan forecast increase of 3.76%.

Your submission covered a range of issues and I trust the following covers most of that which you raised.

Council noted your requests that Council canvas the view of ratepayers regarding footpath funding, including the option of an increase in rates to extend the footpath network.

Your submission requested that the raised pedestrian crossings on Texas St and on Kitchener St are reviewed for wheelchair safety and remedial works are undertaken urgently. Council advice is that Kitchener Street is NZTA and this will be requested of NZTA. The SWDC contractor has assessed the crossings in Martinborough any remedial action will be undertaken in the new financial year.

Council considered your request that should additional funding be available, footpath priorities for new footpaths are 1. Robert St, 2 Texas St, 3. Esther St, 4 Dublin St (Regent St end). Council advise that a 3 year Footpath program has been identified and approved. This year is the final year for this program. Your priorities are noted should additional funding be available.

As part of the Annual Plan process one of the questions put to ratepayer was:
Do you support deferring some roading rehabilitation for one year and redirecting funds to new footpaths, footpath maintenance and road crossings?

74% of the submitters who responded to this question support deferring some roading rehabilitation for one year and redirection of funding to footpaths.

Council resolved to defer roading rehabilitation for one year and to redirect funds to new footpaths, maintenance and road crossings. Council resolved that a footpath priority programme will be developed by the community boards, based on need and safety, with approval of the final programme to be Infrastructure and Planning Working Party. Council noted that urgent road rehabilitation has precedence over deferral of funds to footpath projects.

Your request that the lime footpath along Oxford St be extended along Todds Rd to Puruatanga Road was noted. No additional footpath works are scheduled to be undertaken in this area this financial year. However this request will be noted should funds be available.

Council noted your request that sufficient funds be set aside to extend the path and to maintain the completed sections. Council confirm that the Community Board (MCB) have the task of setting priorities for footpaths within the budget. Council noted your strong support of the Waihinga centre.

Council noted your request that Council budget for the roading and footpath works needed to provide safe access to the new Waihinga Centre, including a new pedestrian crossing to link the end of Texas St with the Square. Council advice is that no improvements have been scheduled to date.

Council noted your support of moving the timber pergola from Martinborough Playground to the Martinborough Pool area and your request that Council fund 50% of the \$10-\$12k price to move and complete the associated works (or 50% of the highest estimate). Your intention is that your Board will source the remaining funds. Councils communication resource in conjunction with amenities are to investigate and apply for grant funding from Masterton Trust Lands for pool shade requests for all three of Council's pools noting that SWDC has picked up Destination Wairarapa shortfall of funding previously supplied by the Trust.

Council noted your support of free swimming for those aged 18 and under. As you know Council as part of the Annual Plan asked ratepayers their view on free access to pools. Of those who responded to this question 85% of submitters supported free swimming.

Council resolved to provide free swimming in the three District Council owned pools and that for safety reasons pool capacity limitations would apply.

Council noted your requests as to how the work against the Considine Park work plan should be prioritised. Council also noted your appreciation for work undertaken in these areas

Council considered your next set of priorities for Considine Park:

1. Top up lime and spray out path edges to maintain path width
2. Plant specimen trees as per plan (suggest using volunteers and MCB could potentially contribute financially) Requests a recommendation from SWDC to progress this item on the plan.
3. Lime surface or base course between the end of the lime paths in Centennial Park and Princess St.
4. Level the Princess Street berm and infill between the concrete footpath and the fence.
5. Walkway loop extension.

The costings Council are advised for these are as follows:

1. Priced at \$11,000 – additional budget would be required.
2. Recommend planting 4 Algerian Oaks towards the centre of the park and 2 kowhai – one each side of pedestrian entrance near corner of Kitchener and Princess Streets – can be done from operating especially if volunteers do planting.
- 3, 4, 5. These items priced together so as to use soil removed for path extensions as fill for between the footpath and fence - \$8,490 – additional budget would be required.

As there is no budgetary change and Council suggested that you look at funding these projects via the allocated beautification fund as budget allows.

You have encouraged Council to budget for a complete review of District Plan zoning in Martinborough as follows:

1. Undertake review in consultation with the community to evaluate what is working and what needs to change
2. Ensure sufficient resources for research, analysis and consultation is allocated.
3. Review development contributions to ensure that the required future network infrastructure is funded equitably
4. Consider availability of residential zoned land, ensure community is consulted on options (high density, green field rezoning or nothing.
5. Consider developing a long term urban growth strategy
6. Review whether the industrial zone is sufficient in scale and location.
7. Review and strengthen the heritage precinct guidelines and polices
8. Review commercial zone rules to ensure outcomes are appropriate to location

Council advice is that the operative Wairarapa Combined district Plan (WCDP) is not due for review until 2021 under the provisions of the Act. Any proposal to review and make changes as set out in your submission is effectively a full review relative to Martinborough. In the council officers view it would be inappropriate to single out Martinborough and exclude consideration of the other towns in such a process. If the other towns were included then, because the WCDP covers the whole of the Wairarapa, it would be inevitable that the review should then extend even further to include Masterton and Carterton.

To undertake a review at the scale suggested for even Martinborough alone would require an estimated \$250,000 budget allocation. While it is agreed that there are provisions in the Plan that should be looked at again, Council is making reasonable progress on a number of fronts to deal with future growth issues.

Firstly Council, with the Carterton District Council (CDC) and Masterton District Council (MDC) have commissioned consultants to establish a plan performance monitoring strategy and plan effectiveness reporting system as a first step in a complete review of the WCDP.

Second, in Greytown the Future Development Area has been the subject of work to develop a structure plan/plan change to enable its release for housing, this will release between 300-500 new lots and so cater for growth for at least the next 10 years,

especially when considered alongside other subdivisions (some 180 new lots) already in train.

Third, at the same time Council has received an initial report on residential growth for Martinborough and has resolved to proceed further with the technical work required for potential residential land rezoning. A budget has been included in the 2017/18 Annual Plan of \$50,000 to enable this work to progress.

Lastly as noted elsewhere, land supply in Featherston is considered sufficient to cater for the next 10 years growth already.

Council considered your requests that it review the policy "Concessions for Charitable and Like Community Organisations and Groups" to ensure the correct balance of fee recovery versus community good will. You also requested that Council fees be waived for nationally recognised community celebrations such as Guy Fawkes and Christmas Parades. Council resolved that fees and charges will not be discounted or waived except where permitted by Policy.

Your suggestion that Council produce a guide for running an event suitable for small groups and charities was noted. Council advice is that the Event Application form doubles as a checklist of things to consider when planning an event. Groups are welcome and encouraged to make an appointment with the officers who have oversight of events to discuss plans well in advance of the proposed event.

Thank you for your advice that you have received feedback that it is hard to find information you are looking for on the SWDC website and your offer to assist.

The contacts change suggested can be easily undertaken at no cost, however it is very unusual that all officer contacts are on a council website. Your point raises the issue as to whether we are still happy to have them available to the public.

SWDC's website is ranked 57 out of 78 in the LG website rankings for 2016 (58 for 2015), 1 behind MDC, 2 behind GWRC and 14 ahead of CDC. 25% of the 2016 ranking was allocated for functionality (i.e. online processing), which we have consciously put on hold until amalgamation discussions were more advanced.

30% allocated for accessibility, 10% enquiry response, 35% best practice review.

Council officers have looked at having develop an e-mail database of ratepayers to allow direct communications to those that wish to receive it but this is not supported as it is too intensive. Those that want to can subscribe to Facebook or notifications on website. We will promote this option.

Council noted your request that they be encouraged to work with the Medical Centre and Waihinga Centre stakeholders to ensure UFB is available in these community facilities earlier than 2022 and set aside funds to make this happen. Council declined to financially support bringing forward fibre installation dates to South Wairarapa towns.

Council considered the request for budget for some overdue care and attention to the Todds Cutting area at entrance to Martinborough. Council officers' advice is that this

work was planned for 2016/17 with NZTA agreeing to cover the cost of the Traffic Management Plan (TMP). In order to minimise costs, the arborist, parks and reserve staff and TMP team all need to meet on site at the same time for 3-4 days. At the time of the Annual Plan consultation the officers had not yet managed to set a date where all parties are available, but following up now. The work can be met out of existing operating budget, regardless of whether it is done in 16/17 or 17/18 and no additional budget required.

Council resolved to have council officers look at changing the Martinborough rubbish/recycling collection day as requested. Council officers are to determine the size of the problem and review possible solutions. The contract spans all three Wairarapa councils. It is not possible for the contractor to do all towns simultaneously. There needs to be a "swap" of days determined as to who will get what day. It may be possible to swap Coast for Martinborough in the same ward with the coastal run on Wednesday. Or Greytown etc.

Council noted your request for additional funding so more officer support for Community Boards is available to enable Boards to fulfil obligations. A review will be undertaken as part of the Long term Plan process. As part of this review council will need to ascertain what additional requirements.

Council noted your request that Council continue to allocated \$10k per annum for town beautification projects. You are correct in your assumption that the Council will carry forward MCB beautification balance of \$10,980.

Council noted your support of their continued involvement in economic development through the Wellington Regional Strategy, WRECA, Destination Wairarapa and other agencies and local business groups.

As referenced earlier in this correspondence, as part of the Annual Plan process Council consulted the community on the following proposals :

- Do you support continuing to defer the cyclical wastewater underground pipe asset replacement programme to accelerate stage one and two of irrigation to land for Martinborough, Greytown and Featherston?
- Do you support providing free swimming in Council's three pools?
- Do you support building a new dog pound in Featherston?
- Do you support deferring some roading rehabilitation for one year and redirecting funds to new footpaths, footpath maintenance and road crossings?

A total of 59 submitters answered at least one of the questions. I have already noted the response received and council's resolutions to those issues i.e. footpath funding and swimming pool admissions. Here below is comment on the other two issues that were canvassed.

80% of submitters favoured deferral the cyclical wastewater underground pipe asset replacement programme.

Council resolved to continue to support the deferral of the cyclical wastewater underground pipe asset replacement programme to accelerate stage one and two of wastewater irrigation to land for Martinborough, Greytown and Featherston. Council noted that the deferral decision was for the 17/18 year only.

74% of submitters supported a new dog pound, however while many submitters supported the proposal many wanted the pound upgraded, less money spent or a Wairarapa wide solution.

Council noted that whilst the current pound meets minimum requirements, the Councils view is that improvements are desirable, but further investigation is required by the Wairarapa councils on dog pound requirements for the region before a final decision can be made.

Council noted your supports SWDC's review of speed limits around schools to improve safety.

In reference to the swimming pool Council noted that you would like council investigate commercial sponsorship of the Martinborough Pool facility. Council officers commented that sponsorship was used with some success in the 2016/17 season to fund free swimming for kids at Featherston and Greytown pools (Martinborough was paid for by MCB/Pain Farm). Obtaining sponsorship is time-consuming and Amenities is not resourced to do this; so would require support from, for example, community board members.

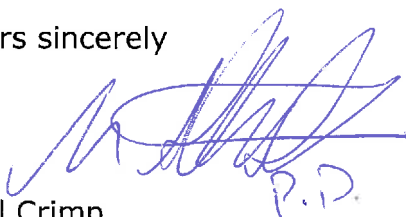
Council noted your query as to whether \$150k for footpaths across the three towns is sufficient to achieve the stated aim. Council officers advised Council that the amount probably is sufficient, however the community expectations are higher than the simple aim of one per street for streets that go to hospitals etc.

Council noted your support of the proposed bylaws review and asked that community boards are given the chance to comment.

If you would like to review the decisions from other submitters, you will find the minutes from 31 May and 1 June 2017 on our website <http://www.swdc.govt.nz/council-agenda-and-minutes-2017> .

Thank you again for taking the time to prepare your submission and for your interest in Council's plan for the 2017/18 year.

Yours sincerely



Paul Crimp
Chief Executive Officer

From: DAY, Richard [mailto:Richard.Day@police.govt.nz]
Sent: Friday, 28 July 2017 11:42 a.m.
To: Suzanne Clark - Committee Secretary
Subject: RE: Correspondence from Martinborough Community Board

Hi Suzanne,

Currently South Wairarapa Police staff have no issues locating addresses in New York and Dublin Streets when responding to incidents.

I can see the confusion that would be created for emergency services by renaming the streets. When members of the public ring Police for an emergency they have to provide the address they want us to attend. Police Communications would be relying heavily on the caller to state what part of New York Street or Dublin Street they live in. If the caller gets it wrong for example if they live at 10 New York St West but tell the call taker they live at 10 New York Street, then valuable time will be wasted by emergency services trying to find the right address. The consequences of which could be severe for the members of the public that need emergency services assistance depending on the type of incident.

Kind regards,

Richie



Richie Day

Sergeant RDJ749, South Wairarapa Police
Featherston Police Station

☎ +64 6 3088608 | Ext: 46308 | 📞 +64 21 190 1522

✉ Richard.Day@police.govt.nz

From: Mark Allingham - Group Manager Infrastructure Services
Sent: Thursday, 24 August 2017 11:26 a.m.
To: Martinborough Community Board <MartinboroughCommunityBoard@swdc.govt.nz>
Cc: Suzanne Clark - Committee Secretary <Suzanne.Clark@swdc.govt.nz>
Subject: Request for Information for MCB meeting on 4th Sept 2017 (00000004)

Hi all
Replies for the next meeting.

In regards to the “What recommendations has SWDC made to NZTA to change speed limits in response to community concern?”

All issues raised from residents direct to council and via community boards are raised with NZTA. I understand that many would like to change speeds, buffers etc. for many reasons. Economically, (slower speeds may bring more customers), noise, amenity and safety. This is based subjectively on a perception of greeter vehicles speeds noise etc. When these issues are raised they are reviewed as shown below. The reviews are often found to be no change required and are then data refuted by the complainant and council is asked to review it again, and so on.

As you may be aware, the Associate Minister of Transport Hon. Tim Macindoe recently signed the new Land Transport Rule: Setting of Speed Limits 2017.

The new Rule modernises the process for setting speed limits and encourages Road Controlling Authorities to focus speed management toward high benefit opportunities on your network. It:

- replaces Speed Limits NZ (SLNZ), which reflects a 1960s methodology, with a new approach incorporating new technology and **data to assess on-road risk**.
- applies the intent of the Speed Management Guide released in November 2016 and the use of the information in the **Safer Journeys Risk Assessment Tool** maps.
- ensures a more **consistent approach** to speed limit setting and speed management that continues to ensure communities and stakeholders are able to contribute to decisions that will help make travelling by **road safer and more efficient**.
- introduces flexibility to the requirements on the placement of reminder (or repeater) speed limit signs.
- allows Road Controlling Authorities to set emergency speed limits following a crisis, such as an earthquake or storm. This will allow for immediate speed limit changes when there is risk to the public.

A draft version of the new Rule was made available to the public for consultation between 4 May 2017 and 16 June 2017. The new Rule comes into force on 21 September 2017.

From: Steve James [<mailto:Steve.James@nzta.govt.nz>]
Sent: Wednesday, 12 July 2017 10:45 a.m.
To: Mark Allingham - Group Manager Infrastructure Services; Neil Beckett
Subject: RE: Speed limit outside Palliser

We put down some speed tubes and recorded a weeks' worth of speeds. The results are attached.

In summary, the mean speed on SH53, just outside Palliser Estate entrance, is about 74 km/h, with an 85th percentile speed of 85 km/h. Please note this is in both directions, and the location is only about 75m from the 100/70 speed threshold. This data would indicate that vehicle speeds are not as high as first thought. Of course, in any situation, there will always be higher speeds on occasion, but they are not the norm in this location.

We can consider speed limit changes, but we need to do this with a one network approach, as we have discussed previously.

Cheers

Steve James MET, AIPENZ/ Senior Safety Engineer

System Design and Delivery

DDI 64 4 910 8247 / **M** 64 21 245 3876

E steve.james@nzta.govt.nz / **w** nzta.govt.nz

Wellington Office, Level 5, Majestic Centre

100 Willis Street, Wellington 6011, New Zealand

1. Confirmation of timings for repairs to the War Memorial in Martinborough Square. MCB would like to see this work completed before the end of the year. **Works will be completed before the end of the year.**
2. Road Safety on the Wine Trail Route
Covers Princess, Cambridge, Regent, Todds, Huangarua, Puruatanga, Martins and Hinakura Road
 - a. Speed Limit Review:
 - i. What was the process undertaken by the consultants when reviewing speed limits and were they asked to consider local issues such as cycle traffic volumes?
The land transport rule 54001 setting of speed limits was used and this sets out the parameters to be considered when changing speed limits. The report and workings was circulated several times and is attached again for your information.
 - ii. What recommendations has SWDC made to NZTA to change speed limits in response to community concern?
NZTA have been requested to review the speeds on behalf of residents and the community boards as well as public going direct to NZTA
 - iii. Given the high level of community support for speed limit changes, what can we do to persuade NZTA to lower speed limits?
The process is empirical looking at traffic speeds and number of driveways volumes etc. without showing a substantive change in numbers or conditions it is difficult to warrant change.
 - iv. Does SWDC have the authority to implement 'advisory' or 'courtesy' speed limits?
For curve advisory (again based on curve radius etc.) advisories can be put in place or hazard warning e.g. intersection ahead, concealed road etc.
 - b. Signage:
Wairarapa Wine Growers, with support from cycle hire operators and the Community Board is designing some positive 'share the road' signage to encourage better behaviour from all road users.
 - i. What is the process to follow to get permission to put these signs up at key points on the wine trail route?
Share the road signs can be put up on council roads at our discretion
3. Outcome of SWDC discussions regarding the recent flooding event in Martinborough, in particular:
 - a. Does SWDC undertake preventative maintenance when heavy rain is forecast? **yes**
 - b. Are the Square soak pits functioning as expected? **Yes, when the water table is above ground level water can't go into soak pits. A 1 in 10-year event is expected to use the road as a secondary flow path.**
 - c. What actions will SWDC be taking to improve road closure and diversion signage? How can MCB help? **Signs are to be erected on the detour routes to show turn offs. E.g. east-west access and Kahutara Rd. The MCB can assist by ensuring all enquiries come via the council.**
 - d. What actions will SWDC be taking to improve general communication of road closures and alternative routes? How can MCB help? **The MCB can assist by ensuring all enquiries come via the council. The maps will be modified to show the route when Kokotau is closed.**

- e. Why does the Waihenga Bridge shut at 4.5m – is this an arbitrary level or backed up by engineers' reports? It is supported via NZTA bridge inspections etc. the process is being reviewed currently looking at the height the water will go to Jenkins dip and height to be closed.
 - f. How can MCB help to put the Waihenga Bridge strengthening / replacement back on the NZTA agenda? It has been raised directly with NZTA on many occasions. Most recently last week at the NZTA reliance meeting. The two bridges over the Tauherenikau as higher priorities within SWDC however in comparison to sh1 wellington and other national priorities the bridge is not high nationally or regionally and considering the two bridges over the Tauherenikau not high locally.
4. Questions arising from the "Decision Notification regarding your 2017/18 Annual Plan Submission to Council: letter dated 20 July 2017.
- a. Council advises that the SWDC contractor has assessed the crossings in Martinborough and any remedial action will be undertaken in the new financial year. Could SWDC confirm that this remedial action includes the raised pedestrian crossing on Texas Street?

Yes, if this is what the Community Board wants as they control the expenditure. Texas Street cost will decrease the amount of dollars available for crossings and paths but this is each community boards decision as to what is done.

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



28 July 2017

Denise Evans
63 Princess Street
Martinborough 5711

Dear Denise

MARTINBOROUGH FOOTPATHS

The Community Board met on the 18 July 17 and discussed your correspondence about the footpath situation on Princess Street at their meeting.

Members asked that I pass on their thanks for taking the time to advise them of your concerns and that the Community Board would be looking to identify a strategy within limited funds.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Suzanne Clark'.

Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



26 June 2017

Bill Butzback
NZ Fire Service
Martinborough
w.butzbach@xtra.co.nz

Dear Bill

NAMING OF NEW YORK STREET WEST AND DUBLIN STREET WEST

South Wairarapa District Council has recently received correspondence regarding the naming of New York Street West and Dublin Street West. The matter has been referred to Martinborough Community Board for discussion at our next meeting on 17 July, 6.30pm at Council Chambers.

Concerns have been raised about the potential for confusion - particularly for emergency services, of having identically numbered properties on New York Street & New York Street West and Dublin Street & Dublin Street West. Under the Council's current policy the names "New York Street West" and "Dublin Street West" would not have been approved.

Before we discuss the naming of these streets and the possibility of changing the names we would appreciate some feedback:

- Have you experienced any problems or confusion with the similar road names?
- Would you support a road name change?
- Is there anything else you would like the Community Board to consider when looking at this issue?
- Would you have any ideas or suggestions for a new road name?

Please let us have your thoughts by **Friday 7th July** - you can e-mail our Committee Secretary: suzanne.clark@swdc.govt.nz, you would also be welcome to attend our next Community Board meeting on 17th July if you would like to speak to this issue.

Kind Regards

Lisa Cornelissen
Martinborough Community Board Chair
martinboroughlisa@cornelissen.co.nz

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



28 July 2017

NZ Police
P O Box 69
Martinborough 5741

UPDATE ON NAMING OF NEW YORK STREET WEST AND DUBLIN STREET WEST

The Community Board met on the 18 July 17 and discussed the possible renaming of New York Street West and Dublin Street West. Many residents had responded with feedback to the Board, and the Community Board made the following resolution:

MCB RESOLVED (MCB 2017/57):

1. That emergency services are written to again requesting feedback on any concerns they have in locating addresses either at New York Street West or Dublin Street West, noting that the Martinborough Community Board does not want to make a decision without their input.

(Moved Read/Seconded Cr Colenso)

Carried

Of those residents who supported a change a high percentage suggested renumbering the street. Council officers noted that renumbering would require inconveniencing more than just those business and residents operating/living on the above streets.

I have attached the original correspondence to this letter, I would be pleased to accept your feedback as soon as possible on this matter.

Kind Regards

A handwritten signature in black ink, appearing to read 'Suzanne Clark'.

Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



28 July 2017

Pip Goodwin
Palliser Estate
PO Box 121
Martinborough 5741

Dear Pip

MARTINBOROUGH SPEED CONCERNS/VISITOR SAFETY

The Community Board met on the 18 July 17 and discussed your correspondence about speed limits and visitor safety on Kitchener Street entering into town.

Members asked that I pass on their thanks for taking the time to advise them of your concerns and that the Community Board would be looking to identify a strategy within limited funds.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Suzanne'.

Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz

Martinborough Community Board

Chair: Lisa Cornelissen
10 Dublin Street West
Martinborough 5711
028 2553 4857



28 July 2017

Dave Shepherd
Wairarapa Winegrowers
Martinborough

Dear Dave

MARTINBOROUGH FOOTPATHS/CYCLISTS SAFETY

The Community Board would like to thank yourself and Clive Paton for presenting your concerns about cyclists safety at their recent meeting on the 18 July 17.

The Community Board would like to advise that they will be looking to identify a strategy within limited funds.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Suzanne Clark'.

Suzanne Clark
Committee Secretary
Suzanne.clark@swdc.govt.nz